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ABSTRACT

This reference handbook is designed to provide students, clients, counselors, and other interested persons with information about the occupations that require licensing and certification in the state of Oklahoma. Information is presented on 103 occupations. Each licensed and certified listing includes a brief job description, licensing requirements, information concerning examination, fees, education/training requirements, the name and address of the licensing agency, address and telephone number of licensing agency, the fourth edition "Dictionary of Occupational Titles" code numbers, and the "Standard Occupational Classification" code numbers. (YLB)

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Licensed Occupations of Oklahoma

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Licensed Occupations of Oklahoma

Published by

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Vocational and Technical Education
State Occupational Information
Coordinating Committee

Stillwater, Oklahoma
June 1988

This publication is printed and issued by the Oklahoma State Department of Vocational and Technical Education as authorized by 70 O.S.1981, Sec. 14-103, as amended. 1,800 copies have been prepared and distributed at a cost of $6,138.47. Copies have been deposited with the Publications Clearinghouse of the Oklahoma Department of Libraries. 88-005731

Introduction

This reference handbook has been prepared to provide students, clients, counselors, and other interested persons with information about the occupations which require licensing and certification in the state of Oklahoma. The information was taken from materials supplied by each of the licensing agencies, occupational or professional associations, and experienced practitioners, as well as from examination of the appropriate Oklahoma statutes and regulations.

Each licensed and certified listing includes a brief job description, licensing requirements, information concerning examination, education/training requirements, fees, the name and address of the licensing agency, who to contact for more information, the fourth edition *Dictionary of Occupational Titles* code numbers, and the *Standard Occupational Classification* code numbers.

Though we have attempted to make this information as accurate as possible, licensing procedures are subject to change at any time due to revisions made by the various licensing boards or by the State Legislature. Users of the handbook are urged to advise the Oklahoma SOICC of any errors or omissions.

Since publication of the *Licensed, Registered, and Certified Occupations in Oklahoma* handbook in June 1983, numerous changes in laws and regulations have occurred. We offer this edition in an effort to keep the handbook as current, accurate, and useful as possible.

The Oklahoma SOICC would like to extend thanks to the various licensing agencies and the professional and occupational associations that provided information and assistance in the preparation of the handbook. The Oklahoma SOICC especially appreciates the extensive and dedicated work of Charla Byrd, administrative assistant for the Oklahoma Employment Security Commission, in gathering and organizing the information for this handbook.

SOURCES

Dictionary of Occupational Titles. 4th Edition. Government Printing Office, 1977.

Occupational Outlook Handbook. 1986-87 Edition. Government Printing Office. (Bulletin 2250).

More About SOICC

WHAT IS IT? Oklahoma SOICC is a group of state education, training, and employment agencies working together to improve the quality and availability of occupational information in Oklahoma. They promote the development and use of labor market information — that is, information about education, jobs, occupations, and careers. Each state has a similar committee, and there is also a national committee (NOICC).

WHY? Occupational information is fragmented because it is produced by a variety of agencies for a variety of purposes. Oklahoma SOICC is charged with developing a comprehensive Occupational Information System (OIS) that combines and standardizes these various sources of information to provide an overall occupational picture of the Oklahoma labor market, both currently and in the future. The OIS provides occupational information needed for program planning and for career guidance.

WHAT DOES IT DO? Oklahoma SOICC provides services in three major areas.

OCCUPATIONAL INFORMATION SYSTEM. SOICC maintains, for dissemination, a current and projected demand for the various occupations in the state, as well as information about the current supply of graduates from educational and training programs. This occupational information system (OIS) allows users to compare occupational supply (available workers) to occupational demand (available jobs).

CAREER INFORMATION DELIVERY SYSTEM. SOICC promotes and works with the two Career Information Delivery Systems (CIDS) in Oklahoma. Oklahoma Career Search and OKGIS are computer-based systems that provide individuals with current, accurate, and locally relevant occupational and educational information — information on civilian and military occupations and training programs and educational institutions. The data in the OIS are used to help build the CIDS data base. Workshops are also provided to assist you in the use of labor market information.

CLEARINGHOUSE: SOICC publishes and disseminates a career tabloid and magazine to increase individuals' awareness of careers and career options, a directory of licensed occupations of Oklahoma, and a labor market supply and demand document.

The existence of accurate and timely labor market information is of little value if it is not effectively transmitted to the end user. To address this shortcoming, the Oklahoma SOICC sponsors efforts designed to assist career guidance counselors and economic development planners in interpretation, as well as dissemination, of labor market information to their clients. For further information on how the Oklahoma SOICC can help you meet your labor market information needs, contact:

Curtis G. Shumaker
Executive Director
1500 West Seventh Avenue
Stillwater, Oklahoma 74074-4364
(405) 377-2000

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Oklahoma State Occupational Information Coordinating Committee

A Division of
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1500 West Seventh Avenue
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DOT: 160.167-010
SOC: 1412

Accountant, Certified Public (CPA)

JOB DESCRIPTION

A certified public accountant (CPA) is a professional person who has been trained by formal education and/or working experience in various aspects of accounting and auditing. He/she has met eligibility requirements established by state law and has passed a rigorous two and one-half day examination in accounting, auditing, and business law, thereby earning the professional designation "Certified Public Accountant" in a particular state. CPAs may be engaged in public accounting practice, be employed in industry, teach at universities, or work in governmental positions. The CPA engaged in public practice may be self-employed or may be associated with a public accounting firm. Because of the broad range of technical knowledge required to properly serve various types of clients, a CPA or a firm of CPAs in public practice may choose to limit the practice to certain areas such as auditing, taxation, or management services.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- at least 21 years of age
- resident of Oklahoma for at least one year immediately prior to making application
- specialized education or experience
- good moral character
- satisfactory completion of examinations

Examination

- auditing
- business law
- accounting practice and theory

Fees

- initial examination .....$100 (all parts)
- re-examination .....$20 (per section)
- annual registration $25
- reciprocal application.....$100 plus $25 annual registration fee
- permit $25

EDUCATION/TRAINING/EXPERIENCE

- degree from an accredited four-year college and have at least 30 semester hours of accounting (including at least one course in auditing) and at least 18 semester hours in any or all of the subjects of economics, statistics, business law, finance, business management, marketing, and business communication, or
- three years of public accounting experience or the equivalent

LICENSING AGENCY

Oklahoma State Board of Public Accountancy
6600 N. Harvey, Suite 130
Oklahoma City, OK 73116

DOT: 160.167-010
SOC: 1412

Accountant, Public (PA)

JOB DESCRIPTION

A public accountant is a professional person who has been trained by formal education and/or working experience in various aspects of accounting and auditing. He/she has met eligibility requirements established by state law and has passed a rigorous one and one-half day examination in accounting and auditing (three-fifths of the examination required to become a Certified Public Accountant), thereby earning the professional designation "Public Accountant" in a particular state. PAs may be engaged in public accounting practice, be employed in industry, teach at universities, or work in governmental positions. The PA engaged in public practice may be self-employed or may be associated with a public accounting firm. Because of the broad range of technical knowledge required to properly serve various types of clients, a PA or a firm of PAs in public practice may choose to limit the practice to certain areas such as auditing, taxation, or management services.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- at least 21 years of age
- resident of Oklahoma for at least one year immediately prior to making application
- good moral character
- specialized education or experience
- satisfactory completion of examinations

Examination

- auditing
- accounting practice

Fees

- initial examination .....$60 (public accountant)
- re-examination .....$20 (per section)
- annual registration $25
- reciprocal application.....$60 plus $25 annual registration fee
- permit $25

EDUCATION/TRAINING/EXPERIENCE

- degree from an accredited four-year college and at least 30 semester hours of accounting (including one course in auditing) and 18 semester hours in any or all of the subjects of economics, statistics, business law, finance, business management, marketing, and business communication, or
- three years of public accounting experience or the equivalent

LICENSING AGENCY

Oklahoma State Board of Public Accountancy
6600 N. Harvey, Suite 130
Oklahoma City, OK 73116

DOT: 251.157-010
SOC: 4124

Agent, Broker-Dealer

JOB DESCRIPTION

An agent is a representative of a broker-dealer who buys or sells securities. The agent may deal with one stock or security or may represent the broker-dealer in all transactions. An agent must be employed by a broker-dealer.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- completed Form U-4
- must be employed by an approved broker-dealer
- satisfactory completion of examinations
- specialized education or training
- executed Applicant/Management Certificate Form

Examination

- National Association of Securities Dealers (NASD)

Fees

- annual filing $30

EDUCATION/TRAINING/EXPERIENCE

- on-the-job training by broker-dealer

LICENSING AGENCY

Oklahoma Securities Commission
Department of Securities
Will Rogers Memorial Office Building, 4th Floor
P.O. Box 53595
Oklahoma City, OK 73152
(405) 521-2451

DOT: 001.061-010
SOC: 161

Architect

JOB DESCRIPTION

An architect plans and designs private residences, office buildings, public buildings, etc., and organizes services necessary for construction; consults with client to determine size and space requirements and provides information regarding cost, design, materials, equipment, and estimated building time; plans layout of project and integrates structural, mechanical, and ornamental elements into unified design; and prepares sketches of proposed project for client.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- good character
- accredited professional degree in Architecture or obtained educational credits by July 1, 1984
- at least 21 years of age
- satisfactory completion of examination
- specialized education and training

Examination

- architect registration

Fees

- examination.....actual cost plus $50
- license.....variable

EDUCATION/TRAINING/EXPERIENCE

- accredited professional degree in Architecture plus three years of acceptable training or completed Intern Development Program, or
- thirteen years of acceptable training without any college credits — education credits (10 years) must have been completed by July 1, 1984, for admittance to examination, or
- combination of training and education — education credits must have been completed by July 1, 1984, for admittance to examination

LICENSING AGENCY

Board of Governors of Licensed Architects of Oklahoma
201 N.W. 63rd, Suite 125
Oklahoma City, OK 73116-8221

DOT: 869.134-026
SOC: Not available

Asbestos Abatement Contractor

JOB DESCRIPTION

An asbestos abatement contractor hires and supervises the activities of workers engaged in the removal, encapsulation, or enclosure of asbestos and asbestos-containing materials found in ceilings, walls, floors, and other structures. The contractor also is responsible to ensure that equipment and workers meet safety standards.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- successful completion of at least two courses approved by the Commissioner of Labor (at least one of which was in the past twelve months)
- satisfactory completion of examination

Examination

- written
- renewal required

Fee

- $300 per year

EDUCATION/TRAINING/EXPERIENCE

- asbestos abatement course
- additional course required for initial licensing
- yearly requalification course

LICENSING AGENCY

State Department of Labor
Asbestos and Occupational Hazards Division
1315 Broadway Place
Oklahoma City, OK 73103

DOT: 869.684-082
SOC: Not available

Asbestos Abatement Worker

JOB DESCRIPTION

An asbestos abatement worker removes, encapsulates, or encloses asbestos and asbestos-containing material found in ceilings, walls, beams, boilers, and other structures. The worker follows hazardous waste handling guidelines and is employed by a licensed asbestos abatement contractor.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- completion of at least one course approved by the Commissioner of Labor within the previous 12 months
- successful completion of examination
- license valid only when working under a licensed asbestos abatement contractor

Examination

- written
- renewal required

Fee

- examination.....$25 per year

EDUCATION/TRAINING/EXPERIENCE

- asbestos abatement course
- hands-on training

LICENSING AGENCY

State Department of Labor
Asbestos and Occupational Hazards Division
1315 Broadway Place
Oklahoma City, OK 73103

DOT: 153.224-010
SOC: 3400

Athletic Trainer/Apprentice Athletic Trainer

JOB DESCRIPTION

An athletic trainer is a professionally trained medical technician who works in conjunction with, and under the supervision of, a licensed physician to prevent and care for injuries usually associated with competitive athletics. The trainer administers immediate first aid to injured athletes, conducts conditioning programs, and carries out treatment and rehabilitation procedures prescribed by a physician.

Apprentice athletic trainers assist in duties under the direct supervision of a licensed athletic trainer.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- specialized education and training
- satisfactory completion of examination
- licensed or certified in physical therapy

Examination

- National Athletic Trainers Association certifying examination

Fees

• Athletic Trainer:	initial license	$100
	renewal of license	$ 15
	late renewal	$ 15
• Apprentice Athletic Trainer:	initial license	$ 25
	renewal of license	$ 5
	late renewal	$ 5

EDUCATION/TRAINING/EXPERIENCE

- completion of a four-year degree from an accredited college or university
- completion of at least two consecutive years as an apprentice athletic trainer

LICENSING AGENCY

Oklahoma State Board of Medical Examiners
5104 North Francis, Suite C
P.O. Box 18256
Oklahoma City, OK 73154-0256
(405) 848-6841

DOT: 110.107-010
SOC: 211

Attorney (Lawyer)

JOB DESCRIPTION

An attorney, or lawyer, counsels people on their legal rights and obligations and suggests particular courses of action in business or personal matters. The attorney may represent one of the opposing parties in criminal and civil trials by presenting arguments that support the client in a court of law.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- good moral character
- due respect for the law
- fit to practice law
- at least 18 years of age
- take oath
- qualifying score on bar exam
- completion of specialized education

Examination

- written examination covering ten subject areas
- applicant for examination must have been registered as a law student

Fees

- regular registration.....$ 75
- application for admission by examination.....$250

EDUCATION/TRAINING/EXPERIENCE

- B.S. or B.A. degree (minimum of 120 college credit hours with at least 90 hours representing resident study) from a college whose credit hours are transferable to the University of Oklahoma
- graduation from an approved law school

LICENSING AGENCY

Board of Bar Examiners of the State of Oklahoma
1901 North Lincoln Blvd.
P.O. Box 53036
Oklahoma City, OK 73152

DOT: 076.101-010
SOC: 3034

Audiologist

JOB DESCRIPTION

An audiologist examines and evaluates persons who have or are suspected of having a hearing disorder. Audiologists are also concerned with prevention of hearing impairment and conservation of hearing in children and adults. They assess the type and degree of hearing impairment and add those findings to educational, medical, behavioral, and other diagnostic data to establish a program of auditory training, speech reading, or counseling for the individual.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- specialized education and training
- satisfactory completion of examination
- good moral character

Examination

- National Teacher Examination in audiology

Fees

- application.....$50
- annual renewal.....$25

EDUCATION/TRAINING/EXPERIENCE

- master's degree or the equivalent, with an emphasis in speech pathology or audiology from an accredited academic institution
- completion of required academic credit, clinical practicum, and experience

LICENSING AGENCY

State Board of Examiners for Speech Pathology-Audiology
P.O. Box 53592
State Capitol Station
Oklahoma City, OK 73105

DOT: Not available
SOC: Not available

Bail Runner

JOB DESCRIPTION

A bail runner is employed by a bail bondsman for the purpose of assisting the bail bondsman in presenting the defendant in court when required, or to assist in apprehension and surrender of the defendant to the court, or to keep the defendant under necessary surveillance.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- at least 21 years of age
- citizen of the United States
- resident of the State of Oklahoma for at least six months
- good character and reputation
- must not have been previously convicted of, or during the time of sentence which is received for a plea of guilty or nolo contendere to, a felony or a misdemeanor involving moral turpitude
- satisfactory completion of examination

Examination

- written

Fees

- investigation $100
- application.....$ 50
- examination.....$ 30
- annual renewal .....$ 50

EDUCATION/TRAINING/EXPERIENCE

- none

LICENSING AGENCY

State of Oklahoma Insurance Commissioner
P.O. Box 53408
1901 N. Walnut
Oklahoma City, OK 73105

DOT: 330.371-010
330.371-014
SOC: 5252

Barber/Barber Apprentice

JOB DESCRIPTION

A barber and an apprentice barber provide a personal service for customers; they cut and shampoo hair, or style hair, according to instructions of customers. Barbers may also provide hair and scalp treatments, shaves, and facial massages.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- specialized education and training
- satisfactory completion of examinations
- contact licensing agency for additional requirements for Barber Instructor

Examination

- written
- practical

Fees

- registered license.....$25
- apprentice license.....$10
- examination (in-state).....$35

EDUCATION/TRAINING/EXPERIENCE

- 1,500 study hours in a barber college, or
- work under the direct supervision of a registered barber as an apprentice for a period of 18 months

LICENSING AGENCY

Occupational Licensing Service - Barber
Oklahoma State Department of Health
1000 N.E. 10th
P.O. Box 53551
Oklahoma City, OK 73152
(405) 271-4953

DOT: 931.261-010
SOC: 653

Blaster (Surface)

JOB DESCRIPTION

A surface blaster determines the type and amounts of explosives required to separate or fracture stone or minerals from solid formations. The blaster is in charge of and responsible for all phases of the use of explosive materials and blasting agents, including but not limited to storage, transportation, and charging of blast holes.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- at least 21 years of age
- must hold a valid first-aid certification
- satisfactory completion of examinations
- specialized training and experience

Examination

- written
- oral

Fees

- $10

EDUCATION/TRAINING/EXPERIENCE

- completion of the OSM approved class given at the Oklahoma Miner Training Institute
- completion of one full year under the direct supervision of a certified blaster

LICENSING AGENCY

State Mining Commission
4040 North Lincoln, Suite 107
Oklahoma City, OK 73105

DOT: 186.267-010
SOC: 1419

Bondsman, Bail

JOB DESCRIPTION

A bail bondsman investigates an arrested person to determine bondability; furnishes bond for prescribed fee upon determining intention of accused to appear in court; posts and signs bond with court clerk to obtain release of client; and forfeits amount of bond if client fails to appear for trial.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- at least 21 years of age
- good character and reputation
- must not have been previously convicted of, or during the time of sentence which is received for a plea of guilty or nolo contendere to, a felony or a misdemeanor involving moral turpitude
- citizen of the United States
- resident of the State of Oklahoma for at least six months
- satisfactory completion of examination

Examination

- written

Fees

- application.....$100
- investigation $100
- examination.....$ 30
- annual renewal $100

EDUCATION/TRAINING/EXPERIENCE

- knowledge, experience, or instruction in the bail bond business

LICENSING AGENCY

State of Oklahoma Insurance Commissioner
P.O. Box 53408
1901 N. Walnut
Oklahoma City, OK 73152-3408

DOT: 162.157-042
SOC: 4124

Broker-Dealer (Principal)

JOB DESCRIPTION

A principal is an individual who owns, manages, or operates a broker-dealership. The broker-dealer is a business entity established to market securities to the public, to institutions, and to other broker-dealers. The firm offers to sell or buy stock, notes, bonds, debentures, investment contracts, participation in profit-sharing agreements, or any other interests or instruments commonly known as securities. Both the broker-dealer and one of its principals must be registered.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

For Broker-Dealer:

- $25,000 surety bond, unless exempt therefrom
- $10,000 net capital
- completed Form BD, including Schedules A-E
- audited financial statements
- registration of at least one principal

For Principal of Broker-Dealership:

- specialized education or training
- satisfactory completion of examinations

Examination

For Principal:

- appropriate NASD examination
- Uniform States Law examination

Fees

- Broker-Dealer annual filing fee.....$300

EDUCATION/TRAINING/EXPERIENCE

For Principal:

- training in laws and regulations of applicable securities exchange or NASD

LICENSING AGENCY

Oklahoma Securities Commission
Department of Securities
Will Rogers Memorial Office Bldg., 4th Floor
P.O. Box 53595
Oklahoma City, OK 73152

DOT: 359.673-010
913.663-010
SOC: 8216

Chauffeur

JOB DESCRIPTION

A chauffeur drives an automobile as ordered by owner or other passenger and performs other miscellaneous duties. A chauffeur also transports office personnel and visitors of commercial or industrial establishments. A chauffeur may also clean the vehicle and make minor repairs or adjustments.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- at least 18 years of age
- satisfactory completion of examinations

Examination

- operator's license
- chauffeur's license examination consisting of a rules test, a vision screening, and a driving test

Fees

- chauffeur's license.....$26
  (expires four years from
  date of issuance)
- commercial chauffeur's license $26
  (expires four years from
  date of issuance)

EDUCATION/TRAINING/EXPERIENCE

- none

LICENSING AGENCY

Oklahoma Department of Public Safety
3600 N. King Blvd.
P.O. Box 11415
Oklahoma City, OK 73136

DOT: 079.101-010
SOC: 289

Chiropractor

JOB DESCRIPTION

A chiropractor treats patients by manual manipulation of parts of the body, especially the spinal column, to prevent disease and correct abnormalities of the human body believed to be caused by interference with the nervous system. A chiropractor examines patients to determine nature and extent of disorders, using X-ray machine, electrocardiograph, otoscope, proctoscope, and other instruments and equipment; he/she may utilize supplementary measures such as exercise, rest, water, light, and heat therapy.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- specialized education and training
- satisfactory completion of examinations

Examination

- written
- demonstrative

Fees

- examination.....$150
- license renewal .....$ 35

EDUCATION/TRAINING/EXPERIENCE

- graduation from high school
- completion of 60 hours of pre-chiropractic college credits from a college whose credits are acceptable to the University of Oklahoma
- graduation from an accredited chiropractic college
- completion of at least four years of resident study

LICENSING AGENCY

Board of Chiropractic Examiners
2401 S.W. 45th Street
Oklahoma City, OK 73119

DOT: 182.167-010
SOC: 1330

Contractor, Electrical (Residential)

JOB DESCRIPTION

An electrical contractor may operate as an individual, a firm, a partnership, or a corporation to engage in the electrical business or in the business of contracting to do construction of electrical facilities or to furnish labor and/or labor and material for the installation, repair, maintenance, or renovation of electrical facilities, according to the requirements of the Electrical License Law. Wiring limited to buildings as defined in NFPA, 70A, Electrical Code for one- and two-family dwellings.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- at least 19 years of age
- able to read without assistance
- satisfactory completion of examinations

Examination

- open-book written
- business and law
- open-book calculation
- practical shop

Fees

- examination.....$50
- license.....$50
- annual renewal.....$50

EDUCATION/TRAINING/EXPERIENCE

- three years' experience in electrical construction trade

LICENSING AGENCY

Oklahoma State Department of Health
Electrical Division
1000 N.E. 10th Street
Oklahoma City, OK 73152

DOT: 182.167-010
SOC: 1330

Contractor, Electrical (Unlimited)

JOB DESCRIPTION

An electrical contractor may operate as an individual, a firm, a partnership, or a corporation to engage in the electrical business or in the business of contracting to do construction of electrical facilities or to furnish labor and/or labor and material for the installation, repair, maintenance, or renovation of electrical facilities, according to the requirements of the Electrical License Law.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- at least 21 years of age
- capable of reading without assistance
- satisfactory completion of examinations
- specialized training

Examination

- open-book written
- business and law
- open-book calculation
- practical shop

Fees

- examination.....$50
- license.....$50
- annual renewal.....$50

EDUCATION/TRAINING/EXPERIENCE

- five years' experience in electrical construction trade

LICENSING AGENCY

Oklahoma State Department of Health
Electrical Division
1000 N.E. 10th Street
Oklahoma City, OK 73152

DOT: 862.381-030
SOC: 133

Contractor, Plumbing

JOB DESCRIPTION

A plumbing contractor may operate as an individual, a firm, a partnership, or a corporation to engage in the business of plumbing or in the business of contracting to do construction of plumbing or to furnish labor and/or labor and material for the installation, repairs, maintenance, or renovation of plumbing, according to the requirements of the Plumbing License Law.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- at least 20 years of age
- read without assistance
- specialized education or experience
- satisfactory completion of examinations

Examination

- written
- practical
- drawings and/or charts

Fees

- examination $50
- license $50
- annual renewal $50

EDUCATION/TRAINING/EXPERIENCE

- four years in the plumbing trade

LICENSING AGENCY

Oklahoma State Department of Health
Plumbing Division
1000 N.E. 10th Street
Oklahoma City, OK 73152

DOT: 297.354-010
SOC: 445

Cosmetician Demonstrator

JOB DESCRIPTION

A cosmetician demonstrator displays and shows the use of various products used in beauty shops and may demonstrate products to students as well as to instructors during the training course.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- at least 16 years of age
- good moral character
- current demonstrator's license (to demonstrate products in a beauty shop)
- must submit photograph

Examination

- none

Fees

- annual renewal $15
- application $15

EDUCATION/TRAINING/EXPERIENCE

- none

LICENSING AGENCY

Board of Cosmetology
2200 Classen Blvd., Suite 1530
Oklahoma City, OK 73106

DOT: 332.271-010
SOC: 5253

Cosmetologist/Hairdresser

JOB DESCRIPTION

A cosmetologist/hairdresser analyzes hair to ascertain condition of hair; applies bleach, tint, permanent waves, etc.; shampoos hair and scalp; styles hair by blowing, cutting, trimming, and tapering; applies lotions and creams to customer's face and neck to soften skin and lubricate tissues; and performs duties such as shaping eyebrows, removing unwanted hair, and cleaning, shaping, and polishing fingernails. Other duties may be designated according to beauty service provided.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- satisfactory completion of examinations
- specialized education and training

Examination

- practical
- theory
- must be high school graduate or at least 17 years of age

Fees

- registration. . . . . $ 5
  (as apprenticeship or student)
- examination $10
- annual renewal $10

EDUCATION/TRAINING/EXPERIENCE

- at least 16 years of age to begin training
- at least 8th grade education or equivalent
- 1,500 hours of training in an approved beauty school, or
- an apprenticeship of 3,000 hours

LICENSING AGENCY

Board of Cosmetology
2200 Classen Blvd., Suite 1530
Oklahoma City, OK 73106

DOT: 097.227-014
SOC: 239

Cosmetology Instructor

JOB DESCRIPTION

A cosmetology instructor plans lessons, assignments, and examinations in order to teach students the fundamentals of cosmetology (waving, cutting, styling, and coloring hair; giving scalp and facial treatments) and may also perform cosmetology services and fit and service wigs in a licensed beauty shop.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- at least 16 years of age
- specialized education and training
- satisfactory completion of examinations

Examination

- practical
- theory

Fees

- registration (student) .....$ 5
- examination $10
- annual renewal $15

EDUCATION/TRAINING/EXPERIENCE

- completion of 500 clock hours at an approved beauty school
- practical teaching in theory classes scheduled by the school
- practice teaching of Cosmetology practical practices
- at least 16 years of age to begin training

LICENSING AGENCY

Board of Cosmetology
2200 Classen Blvd., Suite 1530
Oklahoma City, OK 73106

DOT: 045.107-014
SOC: 24

Counselor, Licensed Professional

JOB DESCRIPTION

Professional counselors assist individuals or groups through a counseling relationship to develop an understanding of personal problems, define goals, and plan actions reflecting interests, abilities, aptitudes, and needs as these are related to personal-social concerns, educational progress, and occupations or careers. Licensed professional counselors also may consult with individuals, groups, or organizations, make referrals to other specialists, and conduct research.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- at least 21 years of age
- citizen of the United States
- a resident of Oklahoma or in the process of establishing residency
- specialized education and training
- satisfactory completion of examination

Examination

- National Board for Certified Counselors

Fees

- application .....$145 (due with the submission of the application)
- examination .....$ 90 (due prior to taking the examination) or if the NBCC test has been previously taken, a processing fee of $50 is due following the approval of the application
- license .....$ 90 (due prior to the issuance of the license)
- renewal .....contact licensing agency

NOTE: Fees will validate the license for two years.

EDUCATION/TRAINING/EXPERIENCE

- at least 45 semester hours of graduate credit in mental health counseling, community psychology, psychology, guidance counseling, or rehabilitation counseling including a master's degree from a college or university accredited by an accrediting agency recognized by the U.S. Department of Education
- three years of supervised full-time experience in professional counseling subject to supervision of a licensed professional counselor, with substitution of appropriate graduate semester hours for one or two years of experience allowed

LICENSING AGENCY

Oklahoma State Department of Health
Licensed Professional Counselors Committee
1000 Northeast Tenth Street
P.O. Box 53551
Oklahoma City, OK 73152
Telephone Number: 405/271-6030

DOT: 078.361-010
SOC: 3630

Dental Hygienist

JOB DESCRIPTION

Dental hygienists, working under the general direction of a dentist, provide direct patient care by removing deposits and stains from patients' teeth, exposing and developing dental X-ray film, and performing various other preventive and therapeutic services. They also help people develop and maintain good oral health by instructing individuals and groups in proper oral hygiene.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- at least 18 years of age
- specialized education and training
- satisfactory completion of examinations

Examination

- theoretical - National Board Examinations
- clinical - Oklahoma only exam
- jurisprudence

Fees

- application: criteria approval $100
- examination application.....$100
- annual registration .....$ 50

EDUCATION/TRAINING/EXPERIENCE

- graduation from a dental hygiene program approved by the Commission on Dental Accreditation of the American Dental Association

LICENSING AGENCY

Board of Governors of Registered Dentists
2726 North Oklahoma
Oklahoma City, OK 73105
(405) 521-2350

DOT: 072.101-010
SOC: 2620

Dentist

JOB DESCRIPTION

A dentist examines teeth and tissues of the mouth to diagnose and treat diseases or abnormalities. They take X-rays, place protective plastic shields on children's teeth, fill cavities, straighten or repair teeth, treat gum disease, and perform corrective surgery of the gums and supporting bones. Dentists may be general practitioners or they may specialize in one of the areas recognized by the American Dental Association.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- at least 21 years of age
- specialized education and training
- satisfactory completion of examinations

Examination

- theoretical - National Boards
- clinical - Oklahoma Clinical
- specialty - administered by Board pursuant to adopted examination requirements
- jurisprudence

Fees

- application: criteria approval $250
  specialty $250
  examination application $200
- annual registration $100

EDUCATION/TRAINING/EXPERIENCE

- graduation from a dental program approved by the Commission on Dental Accreditation of the American Dental Association

LICENSING AGENCY

Board of Governors of Registered Dentists
2726 North Oklahoma
Oklahoma City, OK 73105
(405) 521-2350

DOT: 099.223-010
SOC: 239

Driver Training Instructor - Commercial Driving Schools

JOB DESCRIPTION

A driver training instructor conducts classes and gives demonstrations on the operation of a motor vehicle to persons learning to drive or preparing to take an examination for an operator's license, chauffeur's license, or learner's permit.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- valid Oklahoma driver's license
- at least 21 years of age
- good moral character
- driving record must meet approval of the Department of Public Safety
- never convicted of a felony
- graduation from an accredited high school or at least 10 years' safe driving experience while employed in an occupation requiring full-time driving
- no less than 20/50 vision in one eye and at least 20/30 in the other eye (corrected or uncorrected)
- furnish a medical report to the Department of Public Safety
- satisfactory completion of examination

Examination

- driver examination

Fees

- original or renewal school license.....$25.00
- original or renewal instructor's license.....$ 5.00

EDUCATION/TRAINING/EXPERIENCE

- standard license — completion of 120 clock hours of instruction for commercial instructors or 80 hours of instruction and an Instructor's Permit issued by the Department of Education
- temporary license — completion of 40 clock hours of instruction for commercial instructors
- provisional license — issued to instructors who have met all requirements for commercial driver training instructors other than the classroom instruction
- instructors of commercial driver training schools will be required to complete no less than 20 hours of training each year

LICENSING AGENCY

Oklahoma Department of Public Safety - Troop N
3600 N. Martin Luther King Avenue
P.O. Box 11415
Oklahoma City, OK 73136

DOT: 099.223-010
SOC: 239

Driver Training Instructor - Public School

JOB DESCRIPTION

A driver training instructor teaches, conducts classes of, gives demonstrations to, or supervises practice of persons learning to operate or drive a motor vehicle or preparing to take an examination for an operator's license or learner's permit.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- specialized education
- valid Oklahoma teaching certificate
- valid Oklahoma driver's license
- driving record approved by Department of Public Safety
- satisfactory completion of examination

Examination

- required

Fees

- standard certificate.....$3
- provisional certificate.....$3
- temporary certificate.....$3

EDUCATION/TRAINING/EXPERIENCE

- standard certificate requires completion of a minimum of 21 semester hours of work in driver and traffic safety education
- provisional certificate requires completion of a minimum of 15 semester hours of work in driver and traffic safety education
- temporary certificate requires completion of a minimum of 9 semester hours in driver and traffic safety education

LICENSING AGENCY

Oklahoma State Department of Education
Teacher Certification, Room 211
Oliver Hodge Memorial Office Building
Oklahoma City, OK 73105

DOT: 824.261-014
SOC: 6432

Electrician Apprentice

JOB DESCRIPTION

An electrician apprentice helps unload tools and other electrical equipment, helps pull wire, and may work along with a licensed electrician, using the same tools and helping to put in or fix wiring.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- at least 16 years of age
- under the direct supervision of a licensed electrician when engaged in electrical work

Examination

- none

Fees

- registration . . . . . .$10 for 4-year registration

EDUCATION/TRAINING/EXPERIENCE

- none

LICENSING AGENCY

Oklahoma State Department of Health
Electrical Division
1000 N.E. 10th Street
Oklahoma City, OK 73152

DOT: 829.684-014
SOC: 615

Electrician, Journeyman (Residential)

JOB DESCRIPTION

A journeyman electrician is any person other than an electrical contractor who engages in or works at the actual installation, alteration, repair, and/or renovation of electrical facilities limited to buildings as defined in NFPA, 70A, Electrical Code for one- and two-family dwellings.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- at least 18 years of age
- employed by a licensed residential electrical contractor
- satisfactory completion of examinations

Examination

- open-book written
- open-book problem and calculation
- practical shop

Fees

- examination.....$25
- license.....$15
- annual renewal.....$15

EDUCATION/TRAINING/EXPERIENCE

- two years' experience in electrical construction trade

LICENSING AGENCY

Oklahoma State Department of Health
Electrical Division
1000 N.E. 10th Street
Oklahoma City, OK 73152

DOT: 338.371-014
338.371-010
SOC: 399

Embalmer/Embalmer Apprentice

JOB DESCRIPTION

An embalmer prepares bodies for interment in conformity with legal requirements; may arrange funeral details, such as type of casket or burial dress and place of interment; and may maintain records, such as an itemized list of clothing or valuables delivered with the body and names of persons embalmed.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- citizen and resident of Oklahoma
- at least 21 years of age
- specialized education and training
- satisfactory completion of examinations

Examination

- written
- oral required after written and after apprenticeship

Fees

- examination.....$20
- application for licensing.....$25
- apprentice registration.....$25
- annual renewal.....$25

EDUCATION/TRAINING/EXPERIENCE

- completion of 60 college hours including an accredited Mortuary Science course
- apprenticeship training may begin when an individual has graduated from high school and has reached the age of 17

LICENSING AGENCY

Oklahoma State Board of Embalmers and Funeral Directors
4020 Lincoln Blvd., Suite 206
Oklahoma City, OK 73105

DOT: 829.684-014
SOC: 615

Electrician, Journeyman (Unlimited)

JOB DESCRIPTION

A journeyman electrician is any person other than an electrical contractor who engages in or works at the actual installation, alteration, repair, and/or renovation of electrical facilities.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- at least 20 years of age
- employed by a licensed residential electrical contractor
- satisfactory completion of examinations
- specialized experience

Examination

- open-book written
- open-book problem and calculation
- practical shop

Fees

- examination.....$25
- license.....$15
- annual renewal.....$15

EDUCATION/TRAINING/EXPERIENCE

- four years' experience in electrical construction trade

LICENSING AGENCY

Oklahoma State Department of Health
Electrical Division
1000 N.E. 10th Street
Oklahoma City, OK 73152

DOT: 079.374-010
SOC: 3690

Emergency Medical Technician (EMT)

JOB DESCRIPTION

An emergency medical technician administers pre-hospital emergency medical treatment and transports sick or injured persons to a medical facility, working as a member of an emergency medical team. Depending on the level of training, an EMT may work in advanced cardiac care or paramedics.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- 18 years of age
- good moral character
- specialized education and training
- satisfactory completion of examination

Examination

- National Registry of Emergency Medical Technicians examination for EMT/Basic and EMT/Paramedic
- combined National Registry Intermediate and Oklahoma supplemental written and practical examinations for EMT/Advanced
- Oklahoma written and practical examination for EMT/Advanced Cardiac

Fees

- EMT/Basic (paid) examination $50
- EMT/Basic Volunteer (non-paid) examination . . .$15
- EMT/Advanced examination $50
- EMT/Advanced Cardiac examination $85
- EMT/Paramedic examination $85
- EMT/Basic license renewal $10
- EMT/Advanced license renewal $20
- EMT/Advanced Cardiac license renewal. $20
- EMT/Paramedic license renewal $20

EDUCATION/TRAINING/EXPERIENCE

- EMT/Basic — completion of Standard U.S. Department of Transportation Basic Emergency Medical Technician Training Program approved by the Commissioner of Health
- EMT/Advanced — must be licensed as an EMT/Basic with completion of a course approved by the Commissioner of Health which includes specified portions of the U.S. Department of Transportation Paramedic Curriculum
- EMT/Paramedic — must be licensed as an EMT/Basic with completion of a course approved by the Commissioner of Health which includes the entire U.S. Department of Transportation Paramedic Course
- EMT/Advanced Cardiac — must be licensed as an EMT/Basic with completion of a course approved by the Commissioner of Health which includes specified portions of the U.S. Department of Transportation Paramedic Curriculum

LICENSING AGENCY

Oklahoma State Department of Health
Emergency Medical Services Division
P.O. Box 53551
1000 N.E. Tenth
Oklahoma City, OK 73152
Telephone Number: 405/271-4027

DOT: 168.267-074
SOC: 1473

Fire Boss (Underground)

JOB DESCRIPTION

A fire boss inspects each working site, intake/return air passageways, and travelways before each work shift to ensure that there is no collection of mine gasses. The fire boss also must make daily reports of all findings.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- must hold a first-aid certificate issued within one year prior to the date of the examination by an organization recognized by the State Mining Commission
- satisfactory completion of examinations
- specialized training and experience

Examination

- written
- oral

Fees

- $10

EDUCATION/TRAINING/EXPERIENCE

- completion of appropriate courses conducted by the Oklahoma Miner Training Institute

LICENSING AGENCY

State Mining Commission
4040 N. Lincoln, Suite 107
Oklahoma City, OK 73105

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DOT: 040.061-034
SOC: 1852

Forester

JOB DESCRIPTION

A forester manages and develops forest lands and their resources for economic, wildlife, and recreational purposes; plans the cutting of trees in order to assure continuous production of all forest resources; manages the cutting and removing of timber with the least amount of waste and damage; maps forest areas; estimates standing timber and future growth; manages timber sales; directs suppression of forest fires and conducts fire-prevention programs; and plans long-term improvement of urban forest resources.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- competent to practice professional forestry
- meet the educational and experience requirements

Examination

- none

Fees

- registration.....$15
- annual renewal.....$10

EDUCATION/TRAINING/EXPERIENCE

- graduation from a university or college with a curriculum in forestry acceptable to the Board
- two or more years' experience in forestry work that is satisfactory to the Board

LICENSING AGENCY

State of Oklahoma
Board of Registration for Foresters
2800 N. Lincoln Boulevard
Oklahoma City, OK 73105
(405) 521-3864, Ext. 288

DOT: 187.167-030
SOC: 1359

Funeral Director/Funeral Director Apprentice

JOB DESCRIPTION

A funeral director arranges and directs funeral services; assists the family in arranging details; directs pallbearers in placement and removal of casket in hearse; and may prepare the body for interment.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- citizen and resident of Oklahoma
- at least 21 years of age
- specialized education and training
- satisfactory completion of examinations

Examination

- written
- oral after written and an apprenticeship

Fees

- examination $20
- application for licensing $25
- apprentice registration $25
- annual renewal $25

EDUCATION/TRAINING/EXPERIENCE

- completion of 60 college hours including an accredited Mortuary Science course
- apprenticeship training may begin when an individual has graduated from high school and has reached the age of 17

LICENSING AGENCY

Oklahoma State Board of Embalmers and Funeral Directors
4020 Lincoln Blvd., Suite 206
Oklahoma City, OK 73105

DOT: 410.674-022
SOC: 5624

Groom

JOB DESCRIPTION

A groom is employed by a licensed owner or trainer at a racetrack. This person is responsible, under direction of the employer, for the care of the horse and barn area wherein the horse is stabled. The groom may be charged with feeding, bathing, and maintaining the general appearance of the horse. If 18 years of age or older, the groom may accompany the horse to the saddling paddock before a race and to the test barn, and perform other such duties as prescribed by the employer.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- at least 16 years of age
- signature of consent from parent or legal guardian, if under 18 years of age
- satisfactory completion of examination, if required

Examination

- may be required

Fees

- $25

EDUCATION/TRAINING/EXPERIENCE

- none

LICENSING AGENCY

Oklahoma Horse Racing Commission
6601 North Broadway
Oklahoma City, OK 73116
(405) 848-0404

DOT: 276.354-010
SOC: 4359

Hearing Aid Dealer and Fitter

JOB DESCRIPTION

A hearing aid dealer and fitter sells hearing aids to customers in retail establishments; tests customers' hearing; confers with customers concerning particular hearing needs in order to select type and style of aid; demonstrates use of aid to customers and fits aid; and may replace defective parts or make repairs to equipment returned by customers.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- at least 18 years of age
- satisfactory completion of examination
- audiometers must be calibrated annually
- completion of education

Examination

- National Hearing Aid Society written and practical

Fees

- examination.....$35
- annual renewal.....$50
- temporary permit.....$15
  (can be obtained for a six-month period and extended for one additional six-month period, provided the work is under the supervision of a licensed Hearing Aid Dealer and Fitter)

EDUCATION/TRAINING/EXPERIENCE

- graduation from high school
- eight hours of continuing education are required annually for renewal of license

LICENSING AGENCY

Hearing Aid Dealers and Fitters
Oklahoma State Department of Health
1000 N.E. 10th Street, P.O. Box 53551
Oklahoma City, OK 73152

DOT: 921.663-026
SOC: 8314

Hoisting Engineer (Underground)

JOB DESCRIPTION

A hoisting engineer operates and controls an electrically driven hoist to control the movement of cages, skips (boxlike containers), and mine cars in a coal mine.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- must hold a first-aid certificate issued within one year prior to the date of the examination by an organization recognized by the State Mining Commission
- specialized training and experience
- satisfactory completion of examinations

Examination

- written
- oral

Fees

- $10

EDUCATION/TRAINING/EXPERIENCE

- courses conducted by the Oklahoma Miner Training Institute

LICENSING AGENCY

State Mining Commission
4040 North Lincoln, Suite 107
Oklahoma City, OK 73105

DOT: 153.387-010
SOC: 34

Identifier/Tattooer

JOB DESCRIPTION

Employed by the Oklahoma Horse Racing Commission, the identifier/tattooer identifies all horses starting in a race; inspects documents of ownership, eligibility, registration, or breeding as may be necessary to ensure proper identification of each horse eligible to compete at a race meeting; and provides assistance to the stewards in that regard. The identifier immediately reports to the paddock judge and the stewards any horse which is not properly identified or any irregularities reflected in the official identification records. The identifier ensures that all horses are properly shod prior to departure for the post and checks the track facilities to ensure that they comply with all Commission requirements. The identifier reports to the stewards and to the Commission on general racing practices observed and performs such other duties as the Commission may require.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- at least 18 years of age
- annual license renewal
- satisfactory completion of examination
- specialized education and experience

Examination

- required

Fees

- $50

EDUCATION/TRAINING/EXPERIENCE

- graduation from high school
- completion of 12 hours' credit in equine science, or,
- two years' experience as a horse owner, breeder, trainer, or jockey
- three years' experience as a racing official in the capacity of Steward, Paddock Judge, Horse Identifier, Field Observer, or Track Veterinarian

LICENSING AGENCY

Oklahoma Horse Racing Commission
6601 North Broadway
Oklahoma City, OK 73116
(405) 848-0404

DOT: 241.217-010
SOC: 4782

Insurance Adjuster

JOB DESCRIPTION

An insurance adjuster investigates claims against insurance companies for personal, casualty, or property loss or damages and attempts to negotiate out-of-court settlement with the claimant.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- at least 18 years of age
- resident of the State of Oklahoma or a resident of a state which permits adjusters who are residents of the state to act as adjusters in such other states
- trustworthy
- satisfactory completion of examination
- specialized training and experience

Examination

- written which may be supplemented with an oral examination at the Commissioner's discretion

Fees

- application.....$15 (one line)
  $25 (two or more lines)
- examination.....$20 (one line)
  $40 (two or more lines)
- annual renewal.....$15 (one line)
  $25 (two or more lines)

EDUCATION/TRAINING/EXPERIENCE

- approved courses in claims and adjusting, or
- on-the-job training or experience sufficient to ensure competency in the handling of loss claims

LICENSING AGENCY

State of Oklahoma Insurance Commissioner
P.O. Box 53408
1901 N. Walnut
Oklahoma City, OK 73152-3408

DOT: 250.257-010
SOC: 4122

Insurance Agent

JOB DESCRIPTION

An insurance agent is an individual, partnership, or corporation appointed by an insurer to solicit applications for a policy of insurance or to negotiate a policy of insurance on its behalf.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- competent, trustworthy, financially responsible
- good personal and business reputation
- at least 18 years of age
- a resident of the State of Oklahoma or, if applicant is a non-resident, he/she must hold a resident agent's license in a state with which the Insurance Commissioner has executed a reciprocal licensing agreement
- satisfactory completion of examination

Examination

- written

Fees

- annual license $30
- temporary license $20
- examination (laws and one line of insurance) $30
- examination (laws and two or more lines of insurance) $40

EDUCATION/TRAINING/EXPERIENCE

- none

LICENSING AGENCY

State of Oklahoma Insurance Commissioner
P.O. Box 53408
1901 N. Walnut
Oklahoma City, OK 73152-3408

DOT: 250.257-010
SOC: 4122

Insurance Broker, Surplus Line

JOB DESCRIPTION

A surplus line insurance broker solicits, negotiates, or procures for policy holders insurance coverage which cannot be obtained from insurers licensed to do business in the state. The insurance company which provides the policy, frequently high-risk coverage, is approved to transact business in the state but is not licensed. The broker must file monthly summary reports of transactions and annual reports.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- resident of State of Oklahoma
- licensed property and casualty insurance agent
- competent, trustworthy, financially responsible
- possess a good personal and business reputation

Examination

- written examination for insurance agent

Fees

- annual license $50

EDUCATION/TRAINING/EXPERIENCE

- none

LICENSING AGENCY

State of Oklahoma Insurance Commissioner
P.O. Box 53408
1901 N. Walnut
Oklahoma City, OK 73105
(405) 521-3966

DOT: 110.117-014
SOC: 211

Insurance Consultant

JOB DESCRIPTION

An insurance consultant is an individual, partnership, or corporation which, for a fee, holds himself or itself out to the public as being engaged in the business of offering any advice, counsel, opinion, or service with respect to the benefits, advantages, or disadvantages promised under any policy of insurance that could be issued or delivered in the state.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- competent and trustworthy
- financially responsible
- good personal and business reputation
- may not hold concurrently a consultant's license and an insurance agent, surplus lines insurance broker, or limited insurance representative's license
- satisfactory completion of examination

Examination

- written

Fees

- annual license $50
- examination $40

EDUCATION/TRAINING/EXPERIENCE

- none

LICENSING AGENCY

State of Oklahoma Insurance Commissioner
P.O. Box 53408
1901 N. Walnut
Oklahoma City, OK 73152-3408

DOT: NA
SOC: 4124

Investment Adviser

JOB DESCRIPTION

An investment adviser is any person who, for compensation, engages in the business of advising others of the value of securities. Advice may be provided directly or through publications and writings. The adviser also recommends the purchase or sale of securities and sells or circulates analyses and reports about securities as part of regular business.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- completed Form ADV, including Schedules A-C and E-F
- satisfactory completion of examination
- $10,000 Surety Bond, unless exempt
- audited financial statements

Examination

- National Association of Securities Dealers (NASD)

Fees

- annual filing $300

EDUCATION/TRAINING/EXPERIENCE

- on-the-job training

LICENSING AGENCY

Oklahoma Securities Commission
Department of Securities
Will Rogers Memorial Office Building, 4th Floor
P.O. Box 53595
Oklahoma City, OK 73152
(405) 521-2451

DOT: NA
SOC: 4124

Investment Adviser Representative

JOB DESCRIPTION

An investment adviser representative is employed by an investment adviser to conduct business for the adviser.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- completed Form U-4
- satisfactory completion of examination
- employed by approved investment adviser
- executed Applicant/Management Certificate Form

Examination

- necessary portions of the National Association of Securities Dealers (NASD) Examination

Fees

- annual filing $50

EDUCATION/TRAINING/EXPERIENCE

- on-the-job training

LICENSING AGENCY

Oklahoma Securities Commission
Department of Securities
Will Rogers Memorial Office Building, 4th Floor
P.O. Box 53595
Oklahoma City, OK 73152
(405) 521-2451

DOT: 153.244-010
SOC: 34

Jockey

JOB DESCRIPTION

The jockey rides a horse in a horse race and is responsible for the conduct of the horse during a race.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- at least 16 years of age
- signature of consent from parent or legal guardian, if under 18 years of age
- satisfactory physical examination
- must not exceed 130 pounds at time of application
- annual license required
- recommendation by the Stewards

Examination

- satisfactory working of a horse from the starting gate in company before the Stewards or their representatives

Fees

- $50

EDUCATION/TRAINING/EXPERIENCE

- none

LICENSING AGENCY

Oklahoma Horse Racing Commission
6601 North Broadway
Oklahoma City, OK 73116
(405) 848-0404

DOT: 018.167-018
SOC: 1643

Land Surveyor

JOB DESCRIPTION

Land surveyors measure distances, directions, and angles between points and elevations of points, lines, and contours on the earth's surface. They research legal records and look for evidence of previous boundaries. They plan the fieldwork, select survey reference points, determine the precise location of natural and constructed features of the survey project area, record results of the survey, and verify accuracy of the data. They also prepare plats, maps, charts, and reports for legal documents.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- good character and reputation
- submit application and furnish references
- specialized education and training
- satisfactory completion of examination

Examination

- written

Fees

- application.....$30
- examination.....actual cost
- renewal .....$36 (bi-annual billing)

EDUCATION/TRAINING/EXPERIENCE

- graduation from a surveying curriculum of two years or more approved by the Board followed by four years of land surveying experience, or
- graduation from a non-approved surveying or related science curriculum of two years or more followed by six years of land surveying experience, or
- nine years of acceptable land surveying experience of which five years must be in responsible charge

LICENSING AGENCY

Oklahoma State Board of Registration for
Professional Engineers and Land Surveyors
Oklahoma Engineering Center, Room 120
201 N.E. 27th Street
Oklahoma City, OK 73105
Telephone Number: (405) 521-2874

DOT: 195.107-030
SOC: 2032

Licensed Social Work Associate (LSWA)

JOB DESCRIPTION

Licensed social work associates help individuals, families, and groups cope with problems by providing counseling services and/or referral to other specialists. They also plan activities for different age groups, from children to senior citizens. As community organizers, they may coordinate resources and groups to combat community problems. Social workers assist people whose lives are affected by poverty, alcohol or drug abuse, behavior problems, illness, or family disruption. They may find families to adopt or care for children; help needy families find the resources they require; and investigate allegations of child neglect and abuse.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- specialized education and training
- satisfactory completion of examination

Examination

- written

Fees

- initial .....$75 (no more than)
- examination .....$50 (no more than)
- license renewal .....$50 (no more than)

EDUCATION/TRAINING/EXPERIENCE

- baccalaureate degree in Social Work from a program accredited by the Council on Social Work Education
- two years' experience in the practice of Social Work under professional supervision of an LSW (or a person eligible for LSW licensure if supervision was prior to June 1, 1983), or
- doctoral or master's degree in Social Work from an institution with a program accredited by the Council on Social Work Education

LICENSING AGENCY

State Board of Licensed Social Workers
4145 N.W. 61st Terrace
Oklahoma City, OK 73112

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DOT: 195.107-030
SOC: 2032

Licensed Social Worker (LSW)

JOB DESCRIPTION

Licensed social workers help individuals, families, and groups cope with problems through counseling and/or referral to other specialists. They plan activities for age groups from children to senior citizens. As community organizers, they may coordinate resources and groups to combat community problems. Social workers assist people whose lives are affected by poverty, alcohol or drug abuse, behavior problems, illness, or family disruption. They may find families to adopt or care for children; help needy families find the resources they require; and investigate allegations of child neglect and abuse.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- specialized education and training
- satisfactory completion of examination

Examination

- written

Fees

- initial application .....$75 (no more than)
- examination.....$50 (no more than)
- license renewal .....$50 (no more than)

EDUCATION/TRAINING/EXPERIENCE

- doctoral or master's degree in Social Work from a program accredited by the Council on Social Work Education
- two years' experience in the practice of Social Work under professional supervision of an LSW (or a person eligible for LSW licensure if supervision was prior to June 1, 1983)

LICENSING AGENCY

State Board of Licensed Social Workers
4145 N.W. 61st Terrace
Oklahoma City, OK 73112

DOT: 195.107-030
SOC: 2032

Licensed Social Worker With Specialty Certification

JOB DESCRIPTION

Licensed social workers with specialty certification are qualified to engage in the independent private practice of Social Work. Their specialty certification must be in clinical social work practice, social work administration, social planning, or community organization. They help individuals, families, and groups cope with problems through counseling and/or referral to other specialists. They plan activities for age groups from children to senior citizens. As community organizers, they may coordinate resources and groups to combat community problems. Social workers assist people whose lives are affected by poverty, alcohol or drug abuse, behavior problems, illness, or family disruption. They may find families to adopt or care for children; help needy families find the resources they require; and investigate allegations of child neglect and abuse.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- see requirements for Licensed Social Worker

Examination

- see examination for Licensed Social Worker

Fees

- see fees for Licensed Social Worker

EDUCATION/TRAINING/EXPERIENCE

- same as Licensed Social Worker
- two years' supervised experience certified by the Board in the specialty to be offered in private practice
- compliance with continuing education requirements set by the Board

LICENSING AGENCY

State Board of Licensed Social Workers
4145 N.W. 61st Terrace
Oklahoma City, OK 73112

DOT: Not available
SOC: Not available

Limited Insurance Representative

JOB DESCRIPTION

A limited insurance representative is an individual, partnership, or corporation which is authorized by the Insurance Commissioner to solicit or negotiate contracts for a particular line of insurance which does not require the professional competency demanded for an insurance agent's license, such as a ticket-selling agent of a common carrier; engaging in the sale of limited travel accident insurance; engaging in the sale of credit life insurance, credit accident and health insurance, or both; engaging in the sale of personal property floater (credit property) insurance upon personal effects against loss or damage from any cause in connection with a credit transaction of not more than $5,000; engaging in the sale of non-filing insurance relating to mortgages and security interest; prepaid legal liability insurance; job loss insurance; and crop hail insurance.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- at least 18 years of age
- must not be a full-time employee of the government of the United States or of the executive or administrative branches of the government of the state or of any county or municipality in the state
- competent and trustworthy
- financially responsible
- good personal and business reputation
- satisfactory completion of examination

Examination

- written examination is required for credit life/accident and health, credit property, mortgage non-file, and crop hail licenses

Fees

- annual license $20
- examination (laws and one line of insurance) $30

EDUCATION/TRAINING/EXPERIENCE

- none

LICENSING AGENCY

State of Oklahoma Insurance Commissioner
P.O. Box 53408
1901 N. Walnut
Oklahoma City, OK 73105

DOT: 331.674-010
SOC: 5253

Manicurist

JOB DESCRIPTION

A manicurist cleans and shapes fingernails and toenails using appropriate remover and swabs, scissors, files, and emery boards; softens cuticles with cosmetic preparations including water and oil; and polishes fingernails and toenails using powdered polish and buffer, or applying clear or colored liquid polish onto nails with brush.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- satisfactory completion of examination
- specialized education and training
- high school graduate or at least 17 years of age

Examination

- practical
- theory

Fees

- registration (as apprentice or student) . . . . . .$ 5
- examination. $10
- annual renewal. $10

EDUCATION/TRAINING/EXPERIENCE

- completion of 300 clock hours at an approved beauty school, or
- serve an apprenticeship of 600 clock hours covering the same curriculum as the beauty school
- at least 8th grade education or equivalent

LICENSING AGENCY

Board of Cosmetology
2200 Classen Blvd., Suite 1530
Oklahoma City, OK 73106

DOT: 529.137-014
SOC: 71

Milk Fieldman

JOB DESCRIPTION

A milk fieldman performs dairy farm inspections and quality control work to ensure that sanitary methods are used in the production and handling of milk for manufacturing purposes.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- employed by a company
- meet training requirements

Examination

- none

Fees

- annual renewal $5

EDUCATION/TRAINING/EXPERIENCE

- on-the-job training in sanitation methods and standards
- knowledge of legal grades for manufacturing milk and guidelines for installation of farm bulk tanks

LICENSING AGENCY

Oklahoma State Board of Agriculture
Marketing Industry Division
2800 N. Lincoln Boulevard
Oklahoma City, OK 73105

DOT: Not available
SOC: Not available

Milk Field Superintendent

JOB DESCRIPTION

A milk field superintendent supervises milk fieldmen in the performance of dairy farm inspections and quality-control work.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- must have milk fieldman's license
- meet training requirements

Examination

- none

Fees

- application.....$5
- annual $5

EDUCATION/TRAINING/EXPERIENCE

- on-the-job training in sanitation methods and standards
- knowledge of legal grades for manufacturing milk and guidelines for installation of farm bulk tanks

LICENSING AGENCY

Oklahoma State Board of Agriculture
Marketing Industry Division
2800 N. Lincoln Boulevard
Oklahoma City, OK 73105

DOT: 529.382-018
SOC: 7476

Milk Grader

JOB DESCRIPTION

A milk grader examines milk and performs sediment tests to determine the grade and quality of milk.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- employed by a company
- meet training requirements

Examination

- none

Fees

- annual renewal $5

EDUCATION/TRAINING/EXPERIENCE

- on-the-job training in milk grading and sediment testing
- knowledge of laws governing milk grading

LICENSING AGENCY

Oklahoma State Board of Agriculture
Marketing Industry Division
2800 N. Lincoln Boulevard
Oklahoma City, OK 73105

DOT: 529.382-018
SOC: 7476

Milk Tester

JOB DESCRIPTION

A milk tester performs tests on milk and cream, or their fluid derivatives, to ensure that milkfat content of the product purchased, received, or sold meets standards established by the state.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- employed by plant or station
- meet training requirements

Examination

- competency check
- observation and comparison of tests at the Agriculture Laboratory

Fees

- application.....$1

EDUCATION/TRAINING/EXPERIENCE

- knowledge of State Dairy Laws regulating milk or cream buying
- on-the-job training in testing procedures

LICENSING AGENCY

Oklahoma State Board of Agriculture
Marketing Industry Division
2800 N. Lincoln Boulevard
Oklahoma City, OK 73105

DOT: 181.167-018
SOC: 136

Mine Foreman (Underground)

JOB DESCRIPTION

A mine foreman supervises and coordinates activities of personnel in one underground mine.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- must hold a first-aid certificate issued within one year prior to the date of the examination by an organization recognized by the State Mining Commission
- specialized training
- satisfactory completion of examinations

Examination

- written
- oral

Fees

- $15

EDUCATION/TRAINING/EXPERIENCE

- completion of appropriate courses conducted by Oklahoma Miner Training Institute

LICENSING AGENCY

State Mining Commission
4040 North Lincoln, Suite 107
Oklahoma City, OK 73105
(405) 521-3859

DOT: 931.261-010
SOC: 653

Mine Shot Firer (Underground)

JOB DESCRIPTION

A mine shot firer determines strength and pattern of blast required and charges and detonates explosives in underground mines, pits, or quarries to fracture or separate stone or minerals from solid formations.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- must hold a first-aid certificate issued within one year prior to the date of the examination by an organization recognized by the State Mining Commission
- specialized training and experience
- satisfactory completion of examinations

Examination

- written
- oral

Fees

- $10

EDUCATION/TRAINING/EXPERIENCE

- training in methane detection
- completion of appropriate courses conducted by Oklahoma Miner Training Institute

LICENSING AGENCY

State Mining Commission
4040 North Lincoln, Suite 107
Oklahoma City, OK 73105
(405) 521-3859

DOT: 211.467-022
SOC: 4364

Mutuel Clerk

JOB DESCRIPTION

Employed by the Racetrack, Mutuel Clerks are under the direct supervision of the racetrack. The Mutuel Department is responsible for bets placed and winning tickets paid to racing patrons.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- at least 18 years of age
- annual renewal

Examination

- may be required

Fees

- $25

EDUCATION/TRAINING/EXPERIENCE

- racetrack provides training

LICENSING AGENCY

Oklahoma Horse Racing Commission
6601 North Broadway
Oklahoma City, OK 73116
(405) 848-00404

DOT: 075.371-010
SOC: 29

Nurse Anesthetist (CRNA)

JOB DESCRIPTION

A certified registered nurse anesthetist is a registered nurse qualified by virtue of education and training. Administers intravenous, spinal, and other anesthetics to prevent pain during surgical operations, deliveries, or other medical and dental procedures. Administers prescribed anesthetic in accordance with standardized procedures while observing patient's reaction. Monitors patient's preoperative, operative, and postoperative condition and informs physician of patient's condition.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- must be a registered nurse
- specialized education
- satisfactory completion of examination

Examination

- written objective

Fees

- examination $250
- renewal ..... $ 30 every two years subject to obtainment of 40 hours of continuing education credits

EDUCATION/TRAINING/EXPERIENCE

- graduation from a nationally accredited school of nurse anesthesiology within one year prior to certification

LICENSING AGENCY

American Association of Nurse Anesthetists
216 Higgins Road
Park Ridge, Illinois 60068

DOT: 079.374-014
SOC: 366

Nurse, Licensed Practical (LPN)

JOB DESCRIPTION

A licensed practical nurse cares for ill, injured, convalescent, and handicapped persons in hospitals, clinics, private homes, sanitariums, and similar institutions; takes and records temperature, blood pressure, and pulse; dresses wounds; administers specific medication; performs limited routine laboratory work; prepares food trays and feeds patients; bathes, dresses, and assists patients in walking and turning; makes beds; and may assist in delivery, care, and feeding of infants.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- good moral character
- specialized education
- satisfactory completion of examination

Examination

- written objective

Fees

- application.....$50
- biennial renewal.....$30

EDUCATION/TRAINING/EXPERIENCE

- graduation from a state-approved school of practical nursing of at least 12 months in length
- completion of 10th grade education or GED equivalency

LICENSING AGENCY

Board of Nurse Registration and Nursing Education
2915 North Classen Boulevard, Suite 524
Oklahoma City, OK 73106

DOT: 075.264-014
SOC: 29

Nurse-Midwife (CNM)

JOB DESCRIPTION

A nurse-midwife is a registered nurse who has successfully completed a recognized program of study and clinical experience in obstetrics and is qualified to provide care for expectant mothers whose pregnancies are apparently normal. The nurse-midwife furnishes professional medical care during the pregnancy, labor, delivery, and after-birth phases for both the mother and newborn infant.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- must have a current Registered Nurse license
- specialized education

Examination

- none

Fees

- initial verification $30

EDUCATION/TRAINING/EXPERIENCE

- must have attended school of nurse midwifery accredited by the American College of Nurse Midwives

LICENSING AGENCY

Board of Nurse Registration and Nursing Education
2915 North Classen Boulevard, Suite 524
Oklahoma City, OK 73106
(405) 525-2076

DOT: 075.264-010
SOC: 29

Nurse Practitioner

JOB DESCRIPTION

A nurse practitioner is a registered professional nurse with additional, specialized medical training who is qualified and certified to perform certain medical duties normally carried out by a physician. The nurse practitioner usually specializes in one of several areas: primary care, family practice, pediatric care, adult health care, or gerontological care.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- must have current registered nurse license
- specialized education

Examination

- none

Fees

- initial verification and recognition $50

EDUCATION/TRAINING/EXPERIENCE

- completion of approved program of study in nurse practitioning

LICENSING AGENCY

Board of Nurse Registration and Nursing Education
2915 North Classen Boulevard, Suite 524
Oklahoma City, OK 73106
(405) 525-2076

FOR CAREER INFORMATION CONTACT

American Nurses' Association
2420 Pershing Road
Kansas City, MO 64108

DOT: 075.374-010
SOC: 29

Nurse, Registered (RN)

JOB DESCRIPTION

A registered nurse observes, assesses, and records symptoms, reactions, and progress of patients. The nurse typically is concerned with the patients' mental and emotional functioning as well as their physical needs. An RN administers medications, assists in convalescence and rehabilitation, instructs patients and their families in proper care, and helps individuals and groups to improve or maintain their health. Nurses may work in hospitals, nursing homes, clinics, schools, retirement communities, health maintenance organizations, or private homes.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- good moral character
- specialized education and training
- satisfactory completion of examination

Examination

- written objective

Fees

- application.....$55
- biennial renewal.....$30

EDUCATION/TRAINING/EXPERIENCE

- graduation from a state-approved school of nursing with a B.S. degree in Nursing, or
- an Associate Degree which requires 68 semester hours, or
- a Hospital Diploma which requires 27 months of training (110 weeks)

LICENSING AGENCY

Board of Nurse Registration and Nursing Education
2915 North Classen Boulevard, Suite 524
Oklahoma City, OK 73106
(405) 525-2076

DOT: 187.117-010
SOC: 121

Nursing Home Administrator

JOB DESCRIPTION

A nursing home administrator directs administration of a nursing home within authority of a governing board in order to ensure that patients receive quality care and staff have the facilities, equipment, and support necessary to meet that goal. The administrator directs and coordinates activities of medical, nursing, and administrative staffs and services; and develops policies and procedures for various nursing home activities.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- at least 21 years of age
- reputable and responsible character
- sound physical and mental health
- satisfactory completion of examination
- specialized education and training

Examination

- National Association of Boards of Examiners for Nursing Home Administrators
- Oklahoma State Board of Nursing Homes examination on State Laws, Rules, Regulations, and Standards

Fees

- annual licensure $100

EDUCATION/TRAINING/EXPERIENCE

- completion of an academic and/or training program in nursing home administration approved by the Board
- may include a 26-week program offered on a recurring basis by the Program Development Services of the University of Oklahoma

LICENSING AGENCY

Oklahoma State Board of Nursing Homes
3033 North Walnut, Suite 100E
Oklahoma City, OK 73105

DOT: 076.121-010
076.364-010
SOC: 3032/5233

Occupational Therapist/Occupational Therapy Assistant

JOB DESCRIPTION

An occupational therapist is a registered health professional who plans, organizes, and provides a program of services to individuals whose lives have been impaired by physical, psychological, or developmental problems. The therapist usually works as part of a medical team to select appropriate activities designed to help patients develop independence, return to work, restore basic functions, and adjust to disabilities.

An occupational therapy assistant works under the direction of a professional occupational therapist in carrying out rehabilitation programs. The assistant helps the therapist to plan and carry out educational, vocational, and recreational activities programs aimed at helping patients regain use of those capacities that remain after accident, disease, or deformity.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- satisfactory completion of examinations
- completion of required field work
- practiced as an Occupational Therapist for four years
- specialized education and training

Examination

- National Certifying Examination of the American Occupational Therapy Association

Fees

- initial license.....$100
- renewal of license (applications for renewal due prior to November 1).....$ 40
- late renewal payment (after October 31) .....$ 20
- late renewal payment (after January 31).....$ 40

EDUCATION/TRAINING/EXPERIENCE

Occupational Therapist:

- completion of an educational program in occupational therapy accredited by the Committee on Allied Health Education/American Medical Association in collaboration with the American Occupational Therapy Association
- completion of a period of supervised field work

Occupational Therapy Assistant:

- completion of a program in occupational therapy approved by the American Occupational Therapy Association
- completion of a period of supervised field work

LICENSING AGENCY

Oklahoma State Board of Medical Examiners
P.O. Box 18256
Oklahoma City, OK 73154-0256
(405) 848-6841

DOT: 073.101-010
SOC: 27

Official Veterinarian

JOB DESCRIPTION

Official veterinarians recommend to the stewards any horse that is deemed unsafe to be raced or a horse that it would be inhumane to allow to race; supervise the taking of all specimens for testing according to procedures approved by the Commission; provide proper safeguards in the handling of all laboratory specimens to prevent tampering, confusion, or contamination; have the authority and jurisdiction to supervise the practicing licensed veterinarians within the enclosure; report to the Commission the names of all horses humanely destroyed or which otherwise expire at the race meeting and reasons therefore; and place horses on the Veterinarian's List and remove from the List those horses which, in his opinion, can satisfactorily compete in a race.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- graduate veterinarian licensed to practice veterinary medicine in the State of Oklahoma
- annual renewal
- satisfactory completion of examination, if required

Examination

- may be required

Fees

- $50

EDUCATION/TRAINING/EXPERIENCE

- Doctorate of Veterinary Medicine

LICENSING AGENCY

Oklahoma Horse Racing Commission
6601 North Broadway
Oklahoma City, OK 73116
(405) 848-0404

DOT: 079.101-018
SOC: 281

Optometrist (O.D.)

JOB DESCRIPTION

Optometrists examine, diagnose, and treat conditions of the vision system. They prescribe corrective procedures; conserve, improve, and correct vision through the use of lenses, contact lenses, prisms, orthoptic exercises, visual training, and control of visual environment; examine patients for visual pathology or ocular manifestations of systemic disease; and refer those patients with pathological conditions to a medical practitioner or treat the condition if certified by the Board to do so.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- at least 21 years of age
- good moral character
- satisfactory completion of examinations
- specialized education

Examination

- written (essay and short answer)
- practical
- interview with the Board

Fees

- examination/application.....$100
- annual renewal.....$ 65 (not to exceed)

EDUCATION/TRAINING/EXPERIENCE

- completion of two years' pre-optometry college
- completion of four years' optometry college
- graduation from an accredited United States College of Optometry with the Degree of Doctor of Optometry (O.D.)

LICENSING AGENCY

Oklahoma Board of Examiners in Optometry
2801 N.W. Expressway
Oklahoma City, OK 73112
(405) 521-3906

DOT: 071.101-010
SOC: 261

Osteopathic Physician (D.O.)

JOB DESCRIPTION

An osteopath diagnoses and treats diseases and disorders of the human body. The osteopathic physician examines patients to determine symptoms attributable to impairments to musculoskeletal systems; corrects disorders and afflictions of bones, muscles, nerves, and other body systems by medicinal and surgical procedures and, when beneficial, manipulative therapy; employs X-rays, drugs, and other aids to diagnose and treat bodily impairments; and may practice any of known medical and surgical specialties.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- at least 21 years of age
- good moral character
- specialized education and training
- satisfactory completion of examinations

Examination

- written/objective

Fees

- initial licensing $200
- examination.....$200
- annual $100

EDUCATION/TRAINING/EXPERIENCE

- graduation from accredited professional school or college of osteopathic medicine
- completion of an internship in an approved facility

LICENSING AGENCY

Board of Osteopathic Examiners
4848 N. Lincoln Blvd., Suite 100
Oklahoma City, OK 73105
(405) 528-8625

DOT: Not available
SOC: Not available

Owner (Horse)

JOB DESCRIPTION

A horse owner possesses the record of a properly registered race horse which he intends to race in Oklahoma and which is in the care of a licensed trainer; is an individual who has an interest in such race horse as a part owner or lessee; or is the responsible managing owner of a corporation, syndicate, or partnership which is the legal owner of such horse.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- at least 16 years of age
- signature of consent from parent or legal guardian, if under 18 years of age
- annual renewal
- satisfactory completion of examination, if required

Examination

- may be required

Fees

- $50

EDUCATION/TRAINING/EXPERIENCE

- none

LICENSING AGENCY

Oklahoma Horse Racing Commission
6601 North Broadway
Oklahoma City, OK 73116
(405) 848-0404

DOT: 389.684-010
SOC: 5246

Pest-Control Operator, Structural

JOB DESCRIPTION

A structural pest-control operator applies pesticides for the purpose of controlling termites or other wood-destroying organisms in or on a structure.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- must be a certified applicator
- satisfactory completion of examinations
- be able to read and write

Examination

- general certification
- structural pest control category
- practical is required for a commercial license

Fees

- commercial applicator license $50
- commercial applicator test. $20
- noncommercial applicator test . . . . . .$20 (except governmental agencies)

EDUCATION/TRAINING/EXPERIENCE

- none

LICENSING AGENCY

State Board of Agriculture
Plant Industry Division
2800 N. Lincoln Blvd.
Oklahoma City, OK 73105

DOT: 389.684-010
SOC: 5246

Pest-Control Sprayer

JOB DESCRIPTION

A pest-control sprayer sprays chemical solutions or toxic gases and sets mechanical traps to kill pests that infest buildings and surrounding areas.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- must be a certified applicator
- satisfactory completion of examinations
- be able to read and write

Examination

- general certification
- general pest-control category
- practical is required for a commercial license

Fees

- commercial applicator license $50
- commercial applicator test. $20
- noncommercial applicator test $20
  (except governmental agencies)

EDUCATION/TRAINING/EXPERIENCE

- none

LICENSING AGENCY

State Board of Agriculture
Plant Industry Division
2800 North Lincoln Blvd.
Oklahoma City, OK 73105

DOT: 389.684-010
SOC: 5246

Pesticide Applicator, Commercial

JOB DESCRIPTION

A commercial pesticide applicator is one who applies pesticide by spraying, dusting, baiting, or spreading granular materials to the properties of another for monetary payment or hire. The individual may use a wide variety of methods, from aerial application to hand operation, for the protection of agricultural crops and livestock from pests.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- must be a certified applicator
- satisfactory completion of examinations
- be able to read and write

Examination

- general certification
- specific category
- practical is required for a commercial license

Fees

- commercial applicator license $50
- commercial applicator test. $20
- noncommercial applicator test . . . . . .$20 (except governmental agencies)

EDUCATION/TRAINING/EXPERIENCE

- none

LICENSING AGENCY

State Board of Agriculture
Plant Industry Division
2800 N. Lincoln Blvd.
Oklahoma City, OK 73105

DOT: 074.161-010
SOC: 301

Pharmacist

JOB DESCRIPTION

A pharmacist interprets prescriptions and compounds or dispenses medications ordered by physicians, dentists, or other authorized prescribers; maintains proper records of them; stores and preserves biologicals, vaccines, and other drugs subject to deterioration; advises patients on the therapeutic values, contents, hazards, and uses of drugs and related devices; provides drug information to other medical professionals; and reviews drug utilization of patients.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- good moral character
- specialized education and training
- satisfactory completion of examination

Examination

- Pharmacist Registrant Examination (NABPLEX)

Fees

- application/examination $150
- reciprocity $200
- annual renewal . . . . . $ 40
- inactive renewal certificate . . . . . $ 40
- intern license . . . . . $ 20

EDUCATION/TRAINING/EXPERIENCE

- B.S. in Pharmacy from an accredited and approved school or college of pharmacy
- 2,000 hours of experience (1,000 hours or more must be obtained while not actively registered in classwork in an accredited school or college of pharmacy)
- completion of approved internship

LICENSING AGENCY

Oklahoma State Board of Pharmacy
Suite 112 North Terrace
Lincoln Plaza Office Center
4545 Lincoln Blvd.
Oklahoma City, OK 73105

DOT: 076.121-014
076.224-010
SOC: 3033/5233

Physical Therapist/Physical Therapy Assistant

JOB DESCRIPTION

A physical therapist is a professional health-care practitioner who plans and administers physical treatment for patients referred by a physician in order to restore bodily functions, relieve pain, and prevent disability following disease, injury, or loss of a body part. The therapist will use exercise, massage, hot and cold packs, electricity, and ultraviolet rays in treating the patient.

A physical therapy assistant is a skilled practitioner who administers physical therapy under the direction of a qualified physical therapist to patients in treatment programs.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- submission of appropriate recommendations
- satisfactory completion of examination
- specialized education or training

Examination

- physical therapy examination of the Professional Examination Service
- examination scores from areas outside of Oklahoma must meet Oklahoma standards

Fees

Registered Physical Therapist:

- initial license.....$45
- examination (plus actual cost of the exam).....$60
- temporary permit to practice.....$15
- renewal of license.....$ 5
- late payment.....$10

Physical Therapy Assistant:

- initial license.....$20
- examination (plus actual cost of the exam).....$20
- temporary permit to practice.....$ 5
- renewal of license.....$ 5
- late payment fee.....$10

EDUCATION/TRAINING/EXPERIENCE

- graduation from a school of physical therapy approved by the Council on Medical Education of the American Medical Association and/or the American Physical Therapy Association is required for registered physical therapist
- evidence of qualifications equal to or exceeding standards established for graduates of U.S. physical therapy schools
- graduation from a program of at least two years' duration approved by the American Physical Therapy Association in a college accredited by the regional accrediting agency for higher education is required for physical therapy assistant

LICENSING AGENCY

Oklahoma State Board of Medical Examiners
5104 North Francis, Suite C
P.O. Box 18256
Oklahoma City, OK 73154-0256

DOT: 079.364-018
SOC: 304

Physician Assistant (P.A.)

JOB DESCRIPTION

A physician assistant is a skilled health practitioner qualified through academic and clinical training to serve patients. Under the supervision and responsibility of a licensed physician, the physician assistant performs medical tasks normally carried out by a physician, such as taking medical histories, performing physical examinations, ordering laboratory tests, making tentative diagnoses, and prescribing appropriate treatments. The physician assistant always works under the direction of a licensed "supervising physician."

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- certified only to a fully licensed M.D. or D.O. whose license to practice is current and unmodified
- specialized education and training
- satisfactory completion of examination

Examination

- may be required by Board of Medical Examiners

Fees

- initial certification $75
- physician's fee for initial certification per P.A. $25
- transfer of certification $20
- receiving physician's fee for transfer of certification ..$25
- application for practice part-time $25
- part-time physician employer's fee.....$25
- renewal of certificate.....$40
- late payment.....$20

EDUCATION/TRAINING/EXPERIENCE

- graduation from a Physician Assistant program

LICENSING AGENCY

Oklahoma State Board of Medical Examiners
5104 North Francis, Suite C
P.O. Box 18256
Oklahoma City, OK 73154-0256
(405) 848-6841

DOT: 070.101-022
SOC: 261

Physician/Surgeon (M.D.)

JOB DESCRIPTION

A physician diagnoses and treats diseases and disorders of the human body; examines patients, utilizing all types of medical equipment, instruments, and tests following standard medical procedures; performs surgery; prescribes and administers medications; and engages in research to aid in control and cure of disease.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- good moral character
- free of venereal disease and active tuberculosis
- licensure in another state of the U.S., Territories, Canada, or England is acceptable as a basis for licensure provided that an examination for licensure acceptable by the Oklahoma Board has been passed
- satisfactory completion of examinations
- specialized education and training

Examination

- written/objective (FLEX), or
- National Board of Medical Examiners examination is accepted as a basis for licensure

Fees

- application processing (reapplication - $90) $300
- FLEX examination. $365
- annual renewal. $100

EDUCATION/TRAINING/EXPERIENCE

- graduation from a legally chartered medical school
- completion or evidence of completion of a year of postgraduate training in a hospital approved by the Board

LICENSING AGENCY

Oklahoma State Board of Medical Examiners
P.O. Box 18256
5104 North Francis, Suite C
Oklahoma City, OK 73118
(405) 848-6841

DOT: 862.381-034
SOC: 645

Plumber Apprentice

JOB DESCRIPTION

A plumber apprentice helps unload tools and other plumbing equipment; helps dig ditches; and may work along with the plumber, using the same tools and helping to put in or fix pipes.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- at least 16 years of age
- must be under the direct supervision of a licensed plumber when engaged in plumbing

Examination

- none

Fees

- registration.....$10 (four-year registration)

EDUCATION/TRAINING/EXPERIENCE

- none

LICENSING AGENCY

Oklahoma State Department of Health
Plumbing Division
1000 N.E. 10th Street
Oklahoma City, OK 73152

DOT: 862.381-030
SOC: 645

Plumber, Journeyman

JOB DESCRIPTION

A journeyman plumber is any person other than a plumbing contractor who engages in or works at the actual installation, alteration, repair, and/or renovation of plumbing.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- 19 years of age
- employed by a licensed plumbing contractor
- specialized training and experience
- satisfactory completion of examinations

Examination

- written
- practical shop
- drawings and/or charts

Fees

- examination.....$25
- license.....$15
- annual renewal.....$15

EDUCATION/TRAINING/EXPERIENCE

- three years' experience in the plumbing trade

LICENSING AGENCY

Oklahoma State Department of Health
Plumbing Division
1000 N.E. 10th Street
Oklahoma City, OK 73152

DOT: 079.101-022
SOC: 283

Podiatrist

JOB DESCRIPTION

A podiatrist diagnoses and treats foot diseases and deformities; performs surgery; fits corrective devices; prescribes drugs, physical therapy, and proper shoes; treats patients with injection, medication, physical therapy, pads, plaster-of-paris casts, braces, splints, X-rays, or surgery depending on the nature of the case; and refers patients to medical doctors whenever the feet show symptoms of medical disorders affecting other parts of the body, such as arthritis, diabetes, or heart disease.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- good moral character
- at least 21 years of age
- free of infectious disease
- a resident of Oklahoma or planning to become a resident
- specialized education and training
- satisfactory completion of examinations

Examination

- written, practical, and oral

Fees

- application/examination.....$150
- annual renewal.....$ 25

EDUCATION/TRAINING/EXPERIENCE

- graduation from a podiatry college accredited by the American Podiatry Association
- completion of approved internship or preceptorship in the practice of podiatry for a period of one year

LICENSING AGENCY

Oklahoma State Board of Podiatry
5100 N. Brookline - Suite 275
Oklahoma City, OK 73112
(405) 947-8041

DOT: 199.267-026
SOC: 399

Polygraph Examiner

JOB DESCRIPTION

A polygraph examiner interrogates and screens individuals to detect deception or to verify truthfulness, using polygraph equipment and standard polygraph techniques; appears in court as a witness on matters relating to polygraph examinations; and may instruct classes in polygraphy interrogation techniques, methods, and uses.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- at least 21 years of age
- citizen of the United States
- honest, truthful, and of good moral character
- must never have been convicted of a felony or misdemeanor involving moral turpitude
- specialized education and training
- satisfactory completion of examinations

Examination

- at the discretion of the Board

Fees

- examination.....$ 50
- license.....$100
- duplicate license.....$ 10
- annual renewal.....$100

EDUCATION/TRAINING/EXPERIENCE

- B.S. degree from a college or university accredited by the American Association of Collegiate Registrars and Admissions Officers, or
- graduation from an accredited high school plus five consecutive years of active investigative experience of a character satisfactory to the Board, or
- graduation from an accredited high school and completion of a polygraph examiners course approved by the Board plus satisfactory completion of not less than six months of internship training

LICENSING AGENCY

Board of Polygraph Examiners
3530 Martin Luther King Blvd.
P.O. Box 11476 - Cimarron Station
Oklahoma City, OK 73111

DOT: 199.267-026
SOC: Not available

Polygraph Intern

JOB DESCRIPTION

A polygraph intern is a person who is studying polygraph examination under the personal supervision and control of a polygraph examiner and in accordance with a course of study prescribed by the Board at the commencement of the internship.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- specialized education or training
- satisfactory completion of examination

Examination

- required

Fees

- internship license fee (valid for 12 months).....$100
- renewal $100
- test .....$ 50
- duplicate license .....$ 10

EDUCATION/TRAINING/EXPERIENCE

- supervised and trained by a polygraph examiner in accordance with a course of study prescribed by the Board
- baccalaureate degree or five years' investigative experience

LICENSING AGENCY

Board of Polygraph Examiners
3530 Martin Luther King Blvd.
P.O. Box 11476 - Cimarron Station
Oklahoma City, OK 73111

DOT: 153.674-014
SOC: 34

Pony Rider

JOB DESCRIPTION

The pony rider is responsible for accompanying the race horse during warmup and the post parade and for delivering the race horse from the paddock to the starting gate in a timely manner. He/she is also responsible, with the jockey, for control of the race horse during the time the race horse leaves the paddock until the race horse is given to the header or trainer for placement into the starting gate.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- at least 16 years of age
- signature of consent from parent or legal guardian, if under 18 years of age
- satisfactory completion of examination, if required

Examination

- may be required

Fees

- $50

EDUCATION/TRAINING/EXPERIENCE

- none

LICENSING AGENCY

Oklahoma Horse Racing Commission
6601 North Broadway
Oklahoma City, OK 73116
(405) 848-0404

DOT: 939.281-010
SOC: 656

Practical Miner (Underground)

JOB DESCRIPTION

A practical miner uses hand and power tools in an underground mine to facilitate the extraction of ore and the movement of equipment.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- must hold a first-aid certificate issued within one year prior to the date of the examination by an organization recognized by the State Mining Commission
- specialized training and experience
- satisfactory completion of examinations

Examination

- written
- oral

Fees

- $5

EDUCATION/TRAINING/EXPERIENCE

- underground New Miners Course or appropriate courses conducted by Oklahoma Miner Training Institute

LICENSING AGENCY

State Mining Commission
4040 North Lincoln, Suite 107
Oklahoma City, OK 73105

DOT: 005.281-010
SOC: 705

Professional Engineer

JOB DESCRIPTION

A professional engineer applies his/her engineering education, training, and expertise in the application of special knowledge of the mathematical, physical, and engineering sciences to such services or creative work as consultation, investigation, evaluation, planning and design of engineering works and systems, planning the engineering use of land and water, teaching of advanced engineering subjects, engineering surveys, and the inspection of construction for the purposes of assuring compliance with drawings and specifications — any of which embraces such services or work, either public or private, in connection with any utilities, structures, buildings, machines, equipment, processes, work systems, projects, or equipment of a mechanical, electrical, hydraulic, pneumatic, or thermal nature, insofar as they involve safeguarding life, health, or property, and including such other professional services as may be necessary to the planning, progress, and completion of any engineering services.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- good character and reputation
- submit application and furnish references
- satisfactory completion of examination
- specialized education and training

Examination

- written

Fees

- application $30
- examination — actual cost of examination and scoring
- renewal . . . . . $36 (bi-annual billing)

EDUCATION/TRAINING/EXPERIENCE

- graduation from an engineering curriculum of four years or more approved by the Board followed by four years of engineering experience, or
- graduation from a non-approved engineering or related science curriculum of four years or more followed by six years of engineering experience, or
- twelve years of acceptable engineering experience of which eight years must be in responsible charge

LICENSING AGENCY

Oklahoma State Board of Registration for
Professional Engineers and Land Surveyors
Oklahoma Engineering Center, Room 120
201 N.E. 27th Street
Oklahoma City, OK 73105
(405) 521-2874

DOT: 045.061-045
SOC: 1915

Psychologist

JOB DESCRIPTION

A psychologist studies the normal and abnormal behavior of individuals and groups in order to understand and explain their actions; gathers information about the capacities, interests, and behavior of people in various ways; interviews individuals; develops, administers, and interprets tests and rating scales; studies case histories; conducts controlled experiments; counsels; and does psychotherapy.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- at least 21 years of age
- resident of Oklahoma
- good moral character
- specialized education and training
- satisfactory completion of examinations

Examination

- national objective examination
- oral

Fees

- application/examination $240
- annual renewal $100

EDUCATION/TRAINING/EXPERIENCE

- doctoral degree in psychology from a regionally accredited institution
- two years' experience in rendering psychological services to the public (one year must be an internship if in the areas of clinical, counseling, or school psychology)

LICENSING AGENCY

State Board of Examiners of Psychologists
Room 504, Northeast 10th and Stonewall
P.O. Box 53551
Oklahoma City, OK 73152

DOT: 250.357-018
186.117-058
SOC: 4123/1353

Real Estate Agent (Sales Associate)

JOB DESCRIPTION

A real estate agent rents, buys, and sells property for clients on a commission basis; draws up real estate contracts, such as deeds, leases, and mortgages; and negotiates loans on property.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- at least 18 years of age
- specialized education and training
- satisfactory completion of examination

Examination

- state

Fees

- examination $30
- license $25

EDUCATION/TRAINING/EXPERIENCE

- completion of a 45 clock-hour course in basic real estate

LICENSING AGENCY

Oklahoma Real Estate Commission
4040 Lincoln Boulevard, Suite 100
Oklahoma City, OK 73105

DOT: 250.357-018
SOC: 4123

Real Estate Broker

JOB DESCRIPTION

A real estate broker rents, buys, and sells property for clients on a commission basis; draws up real estate contracts; and acts as an agent or intermediary in making contracts or sales.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- at least 18 years of age
- specialized education and training
- satisfactory completion of examination

Examination

- state

Fees

- examination.....$40
- license.....$35

EDUCATION/TRAINING/EXPERIENCE

- completion of a 45 clock-hour course in basic real estate
- licensed as a sales associate for one year

LICENSING AGENCY

Oklahoma Real Estate Commission
4040 Lincoln Boulevard, Suite 100
Oklahoma City, OK 73105

DOT: 077.117-010
SOC: 302

Registered Dietitian

JOB DESCRIPTION

A dietitian provides nutritional care to individuals and groups and applies the principles of management to food service systems. Dietitians may direct the food service operation of hotels, hospitals, organizations, and industries. Some specialize in providing nutritional care to patients while others plan, organize, and conduct programs of education for the community of special groups.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- specialized education and training
- satisfactory completion of examination
- provisional licensed dietitian must practice under the direct supervision of a licensed dietitian

Examination

- Commission on Dietitian Registration of the American Dietetic Association examination

Fees

Licensed dietitian:

- initial license $100
- renewal of license . . . . . $ 40
- late payment . . . . . $ 30

Provisional licensed dietitian:

- initial license . . . . . $ 90
- renewal of license . . . . . $ 40
- late payment . . . . . $ 30

EDUCATION/TRAINING/EXPERIENCE

- baccalaureate or post-baccalaureate degree with minimum credit hours in specific fields
- completion of an internship or preplanned professional experience program

LICENSING AGENCY

Oklahoma State Board of Medical Examiners
5104 North Francis, Suite C
P.O. Box 18256
Oklahoma City, OK 73154-0256

DOT: 079.117-018
529.137-014
SOC: 369

Sanitarian

JOB DESCRIPTION

A sanitarian interprets and enforces city, state, federal, or other laws regarding sanitary standards in food, water supply, garbage disposal, sewage disposal, and housing maintenance. Sanitarians, frequently referred to as environmental health specialists, collect samples and specimens for laboratory analysis and conduct inspections of schools, hospitals, parks, motels, food establishments, and other public facilities to ensure that proper controls of waste, refuse, noise, insects, hazardous substances, and products are maintained.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- specialized education and training
- satisfactory completion of examination

Examination

- written examination prepared by the Department of Registration for Professional Sanitarians

Fees

- examination $25
- application/registration $20
- annual renewal . . . . . $ 7

EDUCATION/TRAINING/EXPERIENCE

- B.S. degree, an environmental science degree, or the equivalent from an accredited college or university
- completion of required academic credit in science, public health, and/or environmental health
- experience in field of sanitation

LICENSING AGENCY

Oklahoma Department of Registration for
Professional Sanitarians
Oklahoma Department of Health
N.E. 10th and Stonewall
Oklahoma City, OK 73152

DOT: 079.117-018
529.137-014
SOC: 369

Sanitarian-In-Training

JOB DESCRIPTION

A sanitarian-in-training is one who meets all requirements except that of experience to effectively plan, organize, manage, execute, and evaluate one or more of the many diverse elements comprising the field of environmental health. He/she may be training to be an environmentalist, an environmental sanitarian, or an environmental program specialist.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- specialized education and training
- satisfactory completion of examination

Examination

- written examination which is prepared by the Department of Registration for Professional Sanitarians

Fees

- registration (good for two years).....$10
- examination.....$25

EDUCATION/TRAINING/EXPERIENCE

- B.S. degree, an environmental science degree, or the equivalent from an accredited college or university
- completion of required academic credit in science, public health, and/or environmental health

LICENSING AGENCY

Oklahoma Department of Registration for
Professional Sanitarians
Oklahoma Department of Health
N.E. 10th and Stonewall
Oklahoma City, OK 73152

DOT: 189.167-054
822.361-018/379.362-014
SOC: 6432/4739

Security Alarm Systems Dealer/Installer

JOB DESCRIPTION

A security alarm systems dealer analyzes the security and safety needs of individuals, homes, and business, commercial, or industrial organizations and recommends appropriate electronic security systems. The dealer directs the installation, repair, and service of security systems, such as closed circuit surveillance, burglar and fire alarms, motion detectors, electric eyes, or perimeter alarms. Both the security alarm company and the person responsible for the company must be licensed.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- at least 21 years of age
- two years' experience in alarm industry
- pass security verification

Examination

- MBFAA School Certification

Fees

- initial licensing $250
- annual renewal $250

EDUCATION/TRAINING/EXPERIENCE

- none

LICENSING AGENCY

Alarm Division
Oklahoma State Department of Health
1000 N.E. 10th Street
P.O. Box 53551
Oklahoma City, OK 73152

DOT: 372.667-038
372.667-034 376.267-018
SOC: 5144

Security Guard/Armed Security Guard/Private Investigator

JOB DESCRIPTION

Security Guard: An individual contracting with or employed by a security agency, private business, or person to prevent trespass, theft, misappropriation, and/or wrongful concealment of merchandise, goods, money, or other tangible items, or engaged as a bodyguard or as a private watchman to protect persons or property. *Armed Security Guard:* A security guard authorized to carry a firearm. *Private Investigator:* A person who holds himself for hire, contracts with, or is employed by an investigation agency for the purpose of conducting a private investigation and reporting the results to the employer or client of the employer relating to (a) potential or pending litigation — civil or criminal; (b) divorce or other domestic investigation; (c) missing persons or missing property; or (d) other lawful investigations.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- at least 21 years of age for armed security guard, 18 years of age for unarmed
- good character and reputation
- must not have been previously convicted of, or during the time of sentence which is received for a plea of guilty or nolo contendere to, a felony or a misdemeanor involving moral turpitude
- a resident of the State of Oklahoma for one year

Examination

- may be required when training requirements are finalized

Fees

- Armed Security Guard.....$50 (2 years)
- Unarmed Security Guard.....$50 (2 years)
- Private Investigator .....$50 (2 years)

EDUCATION/TRAINING/EXPERIENCE

- curriculum established by Department of Public Safety

LICENSING AGENCY

Oklahoma Department of Public Safety
P.O. Box 11415
Oklahoma City, OK 73136-0415

DOT: 092.227-014
092.227-010
SOC: 231/232

School Teacher, Kindergarten and Elementary

JOB DESCRIPTION

An elementary or kindergarten teacher conducts educational programs for young children in accredited public, private, or parochial schools in rural and urban communities; introduces children to science, numbers, language, and social studies, and develops their capabilities in these subjects while fostering curiosity and interest in learning; provides a good learning environment; and plans and presents programs of instruction, using materials and methods appropriate to age, etc.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- successful completion of college training and courses required by State Department of Education
- graduation from an accredited institution of higher education
- satisfactory completion of examinations

Examination

- curriculum examination for those graduating after January 31, 1987
- appropriate teacher certification test for persons adding new or changing certification credentials after October 1, 1986

Fees

- standard certificate (valid for 5 years) $3
- provisional certificate (valid for 3 years) $3
- temporary certificate (valid for 1 year and not renewable) $3
- renewal $3

EDUCATION/TRAINING/EXPERIENCE

- Bachelor degree from an accredited four-year college or university
- completion of an approved teacher education program
- continuing education as prescribed by State Department of Education
- successful completion of one school year as an entry-year teacher if licensed after January 31, 1986

LICENSING AGENCY

Oklahoma State Department of Education
Teacher Certification, Room 211
Oliver Hodge Memorial Office Building
Oklahoma City, OK 73105
(405) 521-3337

DOT: 955.362-010
SOC: 691

Sewage Works Operator

JOB DESCRIPTION

A sewage works operator may operate sewage treatment plants, sludge processing equipment, or disposal equipment in a wastewater (sewage) treatment plant to control flow and processing of sewage; monitors control panels and adjusts valves and gates manually or by remote control to regulate flow of sewage; and starts and stops pumps, engines, and generators to control flow of raw sewage through filtering, settling, aerating, and sludge digestion processes. He/she may make service taps or repair sewage collection lines.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- good moral character
- good physical condition
- able to read and write
- satisfactory completion of examination
- at least 18 years of age
- specialized training

Examination

- written or oral

Fees

- application.....$30
- annual renewal.....$20
- temporary certificate.....$30

EDUCATION/TRAINING/EXPERIENCE

- 12 semester hours of approved training, up to eight years of experience, and 100 hours of approved training, depending on class size of sewer system
- educational substitutions may be made for experience requirements

LICENSING AGENCY

Oklahoma State Department of Health
Occupational Licensing Service
Box 53551, 1000 N.E. 10th Street
Oklahoma City, OK 73152

DOT: 091.227-010
SOC: 233

School Teacher, Secondary

JOB DESCRIPTION

A secondary school teacher instructs students in one or more subjects, such as English, mathematics, or social studies, in an accredited private, religious, or public secondary school (high school); uses lecture, demonstration, and audiovisual aids to teach; prepares teaching outline for course of study, assigns lessons, and corrects homework papers; administers tests to evaluate students' progress, and issues reports to inform parents; performs social duties related to school activities or student organizations.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- successful completion of college training and courses required by State Department of Education
- graduation from an accredited institution of higher education
- satisfactory completion of examinations

Examination

- curriculum examination for those graduating after January 31, 1982
- appropriate teacher certification test for persons adding new or changing certification credentials after October 1, 1986

Fees

- standard certificate (valid for 5 years) $3
- provisional certificate (valid for 3 years) $3
- temporary certificate (valid for 1 year and not renewable) $3
- renewal $3

EDUCATION/TRAINING/EXPERIENCE

- B.S. degree from an accredited four-year college or university
- completion of a specific number of credit hours in subject area to be taught
- six semester hours of college credit in American History and American Government
- college credit in Psychology of the Exceptional Child

LICENSING AGENCY

Oklahoma State Department of Education
Teacher Certification, Room 211
Oliver Hodge Memorial Office Building
Oklahoma City, OK 73105
(405) 521-3337

DOT: 202.362-010
SOC: 4623

Shorthand Reporter, Certified

JOB DESCRIPTION

A certified shorthand reporter is a specialized stenographer who records all statements by machine shorthand made in an official proceeding. The reporter takes down all statements made at legal proceedings and presents their record as the official transcript.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- citizen of the United States
- satisfactory completion of examination
- specialized education and training

Examination

- two-voice dictation and transcription

Fees

- examination fee for Oklahoma resident.....$35
- examination fee for out-of-state resident.....$75
- annual renewal.....$10

EDUCATION/TRAINING/EXPERIENCE

- high school education or equivalent
- stenographic or shorthand recording and transcription

LICENSING AGENCY

Board of Examiners of Official Shorthand Reporters
1915 N. Stiles, Suite 305
Oklahoma City, OK 73105

DOT: 076.107-010
SOC: 3034

Speech Pathologist

JOB DESCRIPTION

A speech pathologist examines, counsels, and provides rehabilitative services to persons who have or are suspected of having speech, language, and voice disorders. The speech pathologist diagnoses and evaluates an individual's speech and language abilities and plans, directs, and conducts treatment programs to restore or develop the patient's communication skills, regardless of the cause of the disorder.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- specialized education and training
- satisfactory completion of examination
- good moral character

Examination

- National Teacher Examination in speech pathology

Fees

- application $50
- annual renewal $25

EDUCATION/TRAINING/EXPERIENCE

- master's degree or equivalent, with emphasis in speech pathology or audiology from an accredited academic institution
- completion of required academic credit, clinical practicum, and experience

LICENSING AGENCY

State Board of Examiners for
Speech Pathology - Audiology
P.O. Box 53592
State Capitol Station
Oklahoma City, OK 73105

DOT: 932.132-014
SOC: 632

Surface Supervisor

JOB DESCRIPTION

A surface supervisor is responsible for the safety of all personnel. This includes the use, storage, and handling of explosives, condition of all equipment used, condition of roads in and out of the pits, drainage, roads to the tipple, and other surface structures. Strip pit foremen devote the whole of their time to their duties when the strip mine is in operation.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- must hold a first-aid certificate issued within one year prior to the date of the examination by an organization recognized by the State Mining Commission
- satisfactory completion of examinations
- specialized training and experience

Examination

- written
- oral

Fees

- $5

EDUCATION/TRAINING/EXPERIENCE

- appropriate courses conducted by Oklahoma Miner Training Institute

LICENSING AGENCY

State Mining Commission
4040 North Lincoln, Suite 107
Oklahoma City, OK 73105

DOT: 181.117-014
SOC: 136

Superintendent (Underground)

JOB DESCRIPTION

A superintendent plans and coordinates activities of personnel engaged in mining coal, ore, or rock at one or more underground mines.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- must hold a first-aid certificate issued within one year prior to the date of the examination by an organization recognized by the State Mining Commission
- satisfactory completion of examinations
- specialized training and experience

Examination

- written
- oral

Fees

- $20

EDUCATION/TRAINING/EXPERIENCE

- completion of appropriate courses conducted by Oklahoma Miner Training Institute

LICENSING AGENCY

State Mining Commission
4040 North Lincoln, Suite 107
Oklahoma City, OK 73105
(405) 521-3859

DOT: 153.224-014
SOC: 34

Trainer

JOB DESCRIPTION
Responsible for the condition, soundness, and eligibility of the horse(s) he enters in a race.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- at least 16 years of age
- signature of consent from parent or legal guardian, if under 18 years of age
- satisfactory completion of examination

Examination

- written examination excepting proof of licensure as Trainer within the immediate past two (2) years in another pari-mutuel jurisdiction requiring a trainer's examination

Fees

- $50

EDUCATION/TRAINING/EXPERIENCE

- none

LICENSING AGENCY

Oklahoma Horse Racing Commission
6601 North Broadway
Oklahoma City, OK 73116
(405) 848-0404

DOT: 073.101-010
SOC: 27

Veterinarian

JOB DESCRIPTION

A veterinarian diagnoses, controls, and treats diseases, disorders, and injuries of animals, both surgically and medically; determines the nature and extent of disease or injury and treats animal patients in hospitals, clinics, homes, ranches, or zoos; performs surgery and dentistry on animals, as necessary; prescribes and administers drugs, medicine, anesthetics, and vaccines; sets broken bones; takes blood tests and X-rays; and dresses and cleans wounds.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- good moral character
- at least 21 years of age
- satisfactory completion of examination

Examination

- PES, CCT, and Oklahoma Practical examinations

Fees

- application/examination . . . . . No more than $150
- annual renewal . . . . . No more than $ 25 Active
  No more than $ 20 Inactive

EDUCATION/TRAINING/EXPERIENCE

- D.V.M. or V.M.D. degree

LICENSING AGENCY

Oklahoma Board of Veterinary Medical Examiners
4321 South Lee
Oklahoma City, OK 73109
(405) 632-5068

DOT: 954.382-014
SOC: 691

Water Works Operator

JOB DESCRIPTION

A water works operator may control treatment plant machines and equipment to purify and clarify water for human consumption and for industrial use; may operate portable water purification plant to supply drinking water; and may purify waste water from plant preparatory to pumping water into rivers and streams or city mains. He may set and remove water meters and repair water lines.

LICENSE/CERTIFICATION/REGISTRATION REQUIREMENTS

- good moral character
- good physical condition
- able to read and write
- at least 18 years of age
- satisfactory completion of examination
- specialized training

Examination

- written or oral

Fees

- application.....$30
- annual renewal.....$20
- temporary certificate.....$30

EDUCATION/TRAINING/EXPERIENCE

- 12 hours of approved training, up to eight years of experience, and 100 hours of approved training, depending on class size of water system
- educational substitutions may be made for experience requirements

LICENSING AGENCY

Oklahoma State Department of Health
Occupational Licensing Service
Box 53551, 1000 N.E. 10th Street
Oklahoma City, OK 73152

Oklahoma State Department of
Vocational and Technical Education
1500 West Seventh Avenue
Stillwater, Oklahoma 74074-4364

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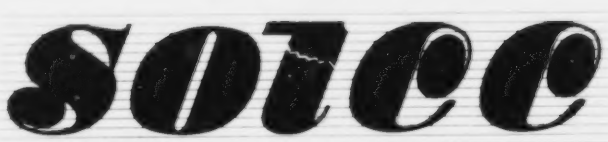

Oklahoma State Occupational Information Coordinating Committee